SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

WOMEN'S COLLEGE AGARTALA

BK ROAD, AGARTALA, WEST TRIPURA, TRIPURA-799001
799001
www.womenscollege.nic.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Women's College, Agartala plays a fundamental role in producing adequate number of qualified and self-reliant girl students tuned to the demands of the fast changing society. Established in 1965, it is the first college for women in Tripura imparting quality education exclusively for women. Being a government college under the aegis of the Department of Higher Education, Tripura, having 22 academic departments under Arts and Science faculty, it is contributing significantly towards women education through a holistic and meticulous academic curriculum. Spread over a sprawling 7.567 acres campus area, the institute enjoys a centrally located position at the capital city, Agartala with modern facilities of transport, teaching, learning, sports, as well as hostel provision. Women's College, a dynamically growing institute with nearly 3424 students and 56 faculties; has also maintained an exceptional reputation as a result oriented and dependable institute synergizing towards the goal of women empowerment in this patriarchal society. It is re-accredited B Grade with 2.61 points by last NAAC visit in the year 2016 and bestowed with the Best College Award in the years 2018 and 2019 consecutively. The prime objective of this institution is to make its students more efficient, laborious, self- reliant, skilled and enthusiastic to accomplish their task confidently and to meet the challenges of the fast changing world graciously.

Vision

Women's College, Agartala is committed to become a premier institute in the field of Women's Education by offering quality education as per the requirements of its stakeholders. The vision of the college is to become an institution of excellence at the national level by making its students ready to take social, economic, and environmental challenges and become able citizens in shaping the nation as well as contributing to the world. The Vision of the Institute focuses on aspects like quality enhancement, Value-based Education, providing a vibrant research culture to its stakeholders and Personality Development of the students. The institute has established its distinctive approach towards this comprehensive vision.

Mission

The mission of Women's College has always been to impart complete education to girl students possessing depth of knowledge not only in their respective disciplines but also in all the kindred areas so that they can achieve relentless strength to cope up with the challenges of the society. Personality development of a girl student is, therefore, a part and parcel of our institution. The institute also intends to achieve its target of women empowerment by organizing various educational as well as awareness programmes.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Only premier institution for women's education located at the heart of the capital city Agartala which makes it accessible from every nook and corner of the state.
- Good enrolment of students from weaker sections of society and tribal community surpassing the reserved quota adds another feather of glory to the college.
- Hostel accommodation for students within institution's campus. Construction of another Hostel for ST girl students is on the verge of completion.
- Availability of well-equipped auditorium with 500 seat capacity renders great support to the students to flourish their co-curricular skills.
- Well equipped gymnasium within the campus of the college, a large playground, facilities to practice Yoga and other indoor games available in the Physical Education Department are resulting in the remarkable performance of the students in state/national/international Sport-meets.
- The institution has a computer lab funded by RUSA, where thirty computers are installed with internet facilities. Besides we have 10 Mbps connection to access internet.

- Highly qualified, experienced, dedicated and student friendly permanent teaching faculties supported by efficient administrative and non-teaching staff. Many of the teaching faculties are under the process of upgrading their qualification and are engaged in active research work, which helps to enhance their standard of teaching.

- Availability of 3 smart class rooms with networking facility.
- Clean and merit based admission procedure.
- Use of technical assistance, like Projectors, laptops and sound systems in teaching-learning process.

- Organizing national and state level seminars on a regular basis.

- Smooth running of the NSS and NCC unit encourages our students to become more responsible citizens.
- Decentralized and participatory administration with healthy and productive relationship among the teachers and administrative staff members.
- PG Courses in Bengali and English are to be introduced soon.
- Availability of infrastructure for specially-abled students.

Institutional Weakness

- Physical facilities are inadequate for teaching and learning. Ratio of classroom area/teaching faculty to intake of students is not satisfactory. Lack of sufficient number of seminar halls is another hindrance.
- Absence of linkage with other institutions & industry.
- Limited funds in the institution.

- Appointed teaching staff, non-teaching staff are less than adequate.
- Lack of research facilities within the campus.

- Inadequate Hostel facility with respect to the students' demand-ratio.

- Lack of communicative skill and ICT proficiency among the students. As most of the students come from vernacular background, it acts as a deterrent to their academic performance.

Institutional Opportunity

- Located in the state capital, the educational hub attracts students from all over the state.
- Promoting regional culture through academic and extracurricular activities.
- Conduct programs for extension activities.
- Expansion of library services and facilities. Infrastructure development of Hindi section of library funded by NEC, Government of India through a project in which Rs. 4,00,000/-(1st installment) has been received and meticulously utilised to strengthen the Hindi section of the library.
- Regular feedback are taken from various stakeholders and suggestions given by them are implemented as far as possible.
- Tapping resources for Minor and Major research projects as well as National Seminars from funds earmarked for North East.
- Development of E-contents and E-modules.
- NCC has been introduced as an elective subject.
- Under DBT Star College Scheme, the college will be receiving Rs. 44,00,000/-to enhance the infrastructure as well as academic facilities of the four science departments.

Institutional Challenge

- Introducing self-employment, skill based certificate courses.
- Inadequate research infrastructure, lack of technical manpower, lack of ministerial staff etc.
- Integrating ICT & multimedia in teaching-learning process.
- Due to paucity of time in the semester system, it is very arduous to continue with the co-curricular and extra-curricular activities.
- Scarcity of faculty is another impediment for the overall development of the college as teacher student ratio is below average.
- Maintenance of existing IT infrastructure
- Creation of placement opportunities
- Limited availability of funds and space
- Low retention of meritorious students due to lack of job-oriented courses.
- Student progression rate is not satisfactory.
- No scope of funding in research as well as in guideship or research supervision.
- Being a Govt. college, the institution does not possess any autonomy in the admission process which acts as a major challenge in maintaining the quality of the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Women's College, affiliated to Tripura University (A Central University) adheres to the guidelines as well as follows a pre determined syllabus framed by the parent University adhering to the academic calendar.

Every year induction programs are conducted for the new students to make the curriculum delivery effective and outcome based. Curriculum transaction is effectively done through lectures, power point presentations, supplying study materials, model questions, lecture videos which are uploaded in college website as well as youTube channels of respective teachers. The institution has strong internal evaluative system which tests and assesses the intellectual capacity of the students through unit tests, group discussions and interactions in the class. Answer scripts of Internal Examinations are shown to the students so that they can rectify their mistakes and, thereby, develop their competencies. Assessment records are accurately maintained in departmental registers which helps in planning of delivery and reporting of progress to learners as well as other stakeholders. Extra classes and tutorial classes are arranged as per the demand of the students. Feedbacks are collected from the students regularly and actions are also taken accordingly. Each department has their individual alumni groups. Our teachers regularly update their knowledge through Research and Faculty Development Programmes.

Experiential learning for the students through projects and field trips is specifically facilitated. Recently, the college has employed special infrastructural assistance for our students with special abilities, which makes it possible for all our students to engage in an appropriate teaching learning process. Women's College library provides access to a vast repertoire of text books, reference books, international and national journals, newspapers as well as e-resources to strengthen the teaching learning processes.

The institution offers courses that integrate cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability as a part of curriculum prescribed by the parent University in its mission to achieve holistic development of the students and to create a wareness on their societal commitment. The College firmly believes in meticulous implementation of professional ethics and students are made cognizant of the significance of proper referencing in their project papers of final semesters, consequently discouraging any kind of plagiarism.

Teaching-learning and Evaluation

The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners. Students are identified and assessed on the basis of qualifying examination, performance in unit tests, participation in various co-curricular activities conducted by the departments as well as their responsiveness in classroom teaching-learning etc.

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. Most departments take up activities like Students' project, Field Trips, Study Tours, Group Discussion, Laboratory Practices, Competitions, Extension Activities and Community Service, Inter college Seminars and Workshops, Publication of Newsletters and Magazines, Special lectures/popular talks/seminars/conferences which are organized to enhance students' learning experiences and make teaching-learning process more students- centric. Experiential learning is also gained by the students through the distinct initiative of cells like Oorja in fabric designing, embroidery, craft making workshops and hands on training. Teachers of the College try to make the best use of the technology in their teaching process.

The college has a semi automated library. The library also provides accessibility to e-resources vide INFLIBNET to teachers. The college has well equipped Computer Lab which is updated with softwares like Windows 8, Windows 10, Open Source Softwares (Linux 12 and Linux 14) etc.

Teachers use PowerPoint presentations in the classrooms. Teachers take lectures online on Google Meet, Zoom, Google Classroom, Digital whiteboard, Skype, Youtube etc keeping in view the constraints as well as the demands of the pandemic period.

Women's College, being an affiliated college follows the rules of the parent University regarding Internal Assessment. Internal Exam is conducted by the examination cell of the College as per the pattern set by the Tripura University. Assignments, class tests and students' presentation are conducted by the Departments. The answer scripts of internal assessments are shown to the students as soon as the evaluation of answer script is completed.

On the basis of the syllabi prescribed by the University, all the Departments are directed to follow the Programme Outcomes as well as the Course Outcomes for each paper which are also displayed in the college website.

Research, Innovations and Extension

The college possesses a vibrant research culture.A substantial number of articles in UGC Care listed journals and edited books and authorship of books are attributed to the teachers. Successful completion of Minor research projects by few teachers in the recent past contributes to the good and lively research environment in the college. Besides, the college keeps on organizing national/international seminars, conferences, workshops, training programmes, webinars, popular talks at regular intervals. More and more teachers are getting enrolled for the PhD programmes.

The college seeks to bring out the best inborn human qualities of the students by sowing the seeds of social responsibility in them through various extension activities. By adopting a neighbouring village 'Indira Colony', NSS Unit of Women's College extends utmost services for the development of the villagers. Every year NSS Unit of the college celebrate important days like Road Safety Day, De-worming Day, World Consumer Rights Day, International Women's Day, conduct programme on the Protection of Civil Rights Acts, and NSS volunteers participate in National Integration Camp and in many more activities. Every year NSS wing of the college takes initiative to organize seven Days Camp where multiple lecture sessions, cleanliness drives, awareness programs are organized. Various webinars on value Education and other social issues were also organized by various departments. Every year Vanamahotsav is celebrated by NSS wing with great enthusiasm. For outstanding contribution in society Women's College bagged the best NSS Program Officer Award in 2021.

Not only NSS, but the NCC Cadets also participate in different training activities, parades, webinars, camps, awareness programmes, cleanliness drives, tree plantations with great enthusiasm. A large number of NCC and NSS volunteers participate in Swachh Bharat Abhiyan programs. Cadets bagged awards like Best Cadet Award in 2020-21, Best Drilling and Best Piloting in the year 2018 and more awards in activities like CATC Piloting and CATC Drilling.

Infrastructure and Learning Resources

Women's College has constantly endeavoured to provide quality education and ensure all round development of the students in order to produce knowledgeable, logical thinking, responsible and empowered women in the society. The institution has a well maintained, good infrastructure conducive to teaching, learning and comprehensive development of students.

The college is committed to offer resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities. A playground of size 79 x 46 m is available for all sports related activities. A multi-gym of size 9 x 46 m equipped with tread mill, A. B. Gym, body massager, B. P. Machine, electronic cycle is an asset for the students and faculty members. An indoor sports and physical activities room of size 7.4 x 5.2 m is utilized by students for various indoor sports including yoga.

Responding to the needs of differently abled persons, the college has built infrastructure with railings and ramps for easy access to classrooms. The college is making arrangements for lift also. A disabled- friendly washroom has been built in the Administrative block, Science block and new academic building.

The College Library is enabled with internet facility and has a reading room for the students. Additionally, 6 computers have been installed for the faculty. The library uses ILMS software: "E-Granthalaya" Software in Cloud version-4 of National Informatics Centre, Government of India. The institution has a computer lab

funded by RUSA, where thirty computers are installed with internet facilities. Besides we have 10 Mbps connection to access internet.

The College ensures regular maintenance and upkeep of all infrastructural facilities. Furniture and equipment are purchased on regular basis as per the requirements.

Student Support and Progression

The teachers as well as the students of the institution work in unison with one another to contribute their level best for students' progression. Students are given exposure to involve in administrative, co-curricular, and extracurricular activities by including them as members of the committees. Students' representation and engagement in College Development Committee (CDC), Students' Placement Cell, Internal Quality Assurance Cell (IQAC), Students' Activity Cell, Students' Union Council, Anti-ragging Committee, Internal Complaints Committee (ICC) shows the spontaneous involvement of the students in different aspects of the college. Career counselling sessions for various competitive examinations, various training programmes on soft skills are conducted by Students' Placement Cell to benefit students' for securing placements as well as to develop and enhance the employability skills among the students. Students are encouraged to enrol themselves in NSS and NCC and to participate in various society and community activities.. Students of Women's College are being awarded with prestigious prizes for excelling in academic, sports, and cultural events at the college/State/National/International levels. A sizeable section of students passing from this college are now placed in several spheres of life including the educational institutions as well as police and the administration. Our institution extends financial aid to its students through many scholarship under state government and central government schemes to the economically and socially backward students.

Women's College has a registered Alumni Association for building a strong bond between alumni and present students. The Alumni Association of the Institute is called WCAA i.e. Women's College Alumni Association which was registered under the office of the Registrar of Societies under the Societies Registration Act of 1860, Govt. of Tripura with Registration No.4431of 2004. The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni.

The college publishes its news letter and annual report almost every year. All the departments of the college publish wall magazine every year with substantial contribution from the students. Science Forum of the college is also playing a vital role by inculcating the spirit of enquiry and inquisitiveness among the students by organizing different programmes.

Governance, Leadership and Management

As a Government Degree College, Women's College is fostered by the Directorate of Higher Education, Tripura for the management and administration along with rules and regulations, policies, decisions, etc. The principal, being the highest authority of the College supervises and co-ordinates the different aspects for the welfare and smooth functioning of the College. The principal is assisted by the Teachers' Council which imparts an active role in the administrative and academic arena of the college.

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality, policies and strategies. The college aims at ways and means to improve the quality of teaching and learning which will accelerate academic as well as co-curricular performance. As a result, the college has won the Best College Award from the State Government consecutively for two years i.e. 2019 and 2020. The college has received DBT Star College Scheme to impart life science and biotechnology education and training at the undergraduate level.

The institution has various effective welfare measures for teaching and non-teaching staff. Performance appraisal of the teaching staff is done through CAS (Career Advancement Scheme) as per UGC Regulations.

Financial audit of the accounts is another important process which is strictly followed by the college. The gamut of the audit work of Women's College includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government (DFPRT,2019).

The availability of funds and its mobilization is very important for the overall development of any organization. Women's College is under the Government of Tripura, so the funds are primarily allotted through the Department of Higher Education, Government of Tripura.

Women's College possesses a rich culture of institutional functioning through participation among all stakeholders especially faculty, students and the non-teaching staff. The IQAC plays an important role in ensuring quality of the functioning of administrative and academic units of the college. The institution reviews its teaching-learning process, structure, and methodologies of operations and learning outcomes at periodic intervals and tries to include the recommendations by the NAAC peer team during their visit.

Institutional Values and Best Practices

The institutional distinctiveness of the college lies in the empowerment of women from all strata of the society addressing the changing needs of students and society in the most innovative, engaged, compassionate way while providing formal education simultaneously. The College is committed to the cause of gender equality, women's empowerment, awareness about environmental sustainability and green practices as well as developing communal harmony.

The institution takes care of awareness and promotion of gender equity and sensitization by organizing different programmes which are primarily focused on empowering women. College has taken green initiatives in the campus using renewable energy, reducing paper use etc. and so uses electronic method for circulation of information, notices etc. The college is also planning for "RAIN WATER HARVESTING". The College uses LED bulbs in order to conserve energy. The Green audit is also done as a part of environment and energy initiatives.

Responding to the needs of differently abled persons, the college has built infrastructure with railings and ramps for easy access to classrooms. The college is making arrangements for lift also. Disabled-friendly washroom has been built in the Administrative block, science building and new academic block.

The College inculcates feeling of togetherness, patriotism, religious integration and communal harmony through celebrations of festivals, observance of nationally important days, special days and birth days of national heroes. Different departments pay regular visits to Old Age Homes, Orphanages and Schools for Special Children, Slum areas to create proper awareness and empathy among the students of the rights of the down-trodden, senior citizens, orphans, and special children.

Our institution has best practices in the form of 'Online strategies to continue teaching-learning process during the Corona pandemic' to devise strategies to implement online teaching–learning using the available resources so as to continue the teaching-learning practice uninterruptedly. Developing an environment of research and welfare of students' is another best practice which is essential to foster research environment in the college and also to enhance the knowledge of faculties in their respective field of research which will definitely contribute to the dissemination of the updated knowledge to the student community.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	WOMEN'S COLLEGE AGARTALA
Address	BK ROAD, AGARTALA, WEST TRIPURA, TRIPURA-799001
City	Agartala
State	Tripura
Pin	799001
Website	www.womenscollege.nic.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Manidipa Debbarma	0381-2326020	9436122769	-	womenscollege1965@gmail.com
IQAC / CIQA coordinator	K V Geetha	0381-2375123	8731097169	-	wc.iqac@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	02-09-1965

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	25-11-1989	[View Document](#)
12B of UGC	25-11-1989	[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	BK ROAD, AGARTALA, WEST TRIPURA, TRIPURA-799001	Urban	7.567	667.9729

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,English	36	SENIOR SECONDARY	English	70	54
UG	BA,English	36	SENIOR SECONDARY	English	55	47
UG	BA,Bengali	36	SENIOR SECONDARY	Bengali	150	150
UG	BA,Bengali	36	SENIOR SECONDARY	Bengali	44	38
UG	BA,History	36	SENIOR SECONDARY	English + Bengali	250	250
UG	BA,History	36	SENIOR SECONDARY	English + Bengali	110	91
UG	BA,Hindi	36	SENIOR SECONDARY	Hindi	30	4
UG	BA,Hindi	36	SENIOR SECONDARY	Hindi	20	6
UG	BA,Philosophy	36	SENIOR SECONDARY	English + Bengali	90	31
UG	BA,Philosophy	36	SENIOR SECONDARY	English + Bengali	100	100
UG	BA,Political Science	36	SENIOR SECONDARY	English + Bengali	200	200
UG	BA,Political Science	36	SENIOR SECONDARY	English + Bengali	110	96

UG	BA,Sanskrit	36	SENIOR SECONDARY	Sanskrit	40	13
UG	BA,Sanskrit	36	SENIOR SECONDARY	Sanskrit	30	13
UG	BA,Sociology	36	SENIOR SECONDARY	English	25	7
UG	BA,Sociology	36	SENIOR SECONDARY	English	20	18
UG	BA,Education	36	SENIOR SECONDARY	English + Bengali	110	90
UG	BA,Education	36	SENIOR SECONDARY	English + Bengali	200	200
UG	BA,Geography	36	SENIOR SECONDARY	English + Bengali	10	3
UG	BA,Geography	36	SENIOR SECONDARY	English + Bengali	55	49
UG	BA,Economics	36	SENIOR SECONDARY	English + Bengali	40	26
UG	BA,Economics	36	SENIOR SECONDARY	English + Bengali	30	30
UG	BA,Kokborok	36	SENIOR SECONDARY	English	200	200
UG	BA,Music	36	SENIOR SECONDARY	Bengali	10	9
UG	BA,Physical Education	36	SENIOR SECONDARY	English + Bengali	20	20
UG	BSc,Botany	36	SENIOR SECONDARY	English	33	26
UG	BSc,Botany	36	SENIOR SECONDARY	English + Bengali	42	16
UG	BSc,Zoology	36	SENIOR SECONDARY	English + Bengali	42	23
UG	BSc,Zoology	36	SENIOR SECONDARY	English	33	24
UG	BSc,Human Physiology	36	SENIOR SECONDARY	English + Bengali	42	23

UG	BSc,Human Physiology	36	SENIOR SECONDARY	English	33	21
UG	BSc,Environmental Science	36	SENIOR SECONDARY	English + Bengali	20	7
UG	BSc,Mathematics	36	SENIOR SECONDARY	English + Bengali	50	17
UG	BSc,Mathematics	36	SENIOR SECONDARY	English + Bengali	55	32
UG	BSc,Physics	36	SENIOR SECONDARY	English + Bengali	50	17
UG	BSc,Physics	36	SENIOR SECONDARY	English	22	19
UG	BSc,Chemistry	36	SENIOR SECONDARY	English	22	20
UG	BSc,Chemistry	36	SENIOR SECONDARY	English + Bengali	50	17

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				13				20
Recruited	0	0	0	0	5	8	0	13	7	13	0	20
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				30
Recruited	11	19	0	30
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				7
Recruited	4	3	0	7
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	4	0	4	8	0	19
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	1	5	0	4	3	0	13
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	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
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	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
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	11	15	0	26

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	3418	6	0	0	3424
	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	0	0	0	0
	Female	222	210	227	184
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	394	412	431	459
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	489	550	572	580
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1105	1172	1230	1223

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	For holistic academic growth of the students, multidisciplinary undergraduate education has been proposed by the National Education Policy, 2020 which gives freedom to the student to choose their preferred options from the range of programs offered by the institution. Women's College, Agartala organized a national Webinar on 'National Education Policy 2020 –The Way Forward', to get a distinct idea of NEP and to light up the way forward with respect to the implementation of this policy. However, inadequate availability of infrastructure and staff may create hurdles in implementing this policy. The institution has already initiated creating infrastructure to provide such facilities to the

	students.
2. Academic bank of credits (ABC):	The institution preparedness in implementation of Academic Bank of Credits depends upon the guidelines of Tripura University and Department of Higher Education, Government of Tripura. For this purpose, a centralised database along with the database of the college is to be established to digitally store the academic credits earned by the student from various courses so that the credit earned by student previously can be forwarded when the student enters into the program again. For monitoring ABC, proper technical support system is to be created.
3. Skill development:	The Students' Placement Cell of the institution organizes workshop and national webinars on soft skill and personality development. One Day National Webinar on 'Personality Development and Career Building' was organized jointly by Students' Activity Cell, IQAC and Students' Placement Cell, Women's College. Proper synergy between skill development and industry and vocational education and mainstream education in phased manner is the need of the hour.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	In order to promote/integrate the local language, art and culture, various literary activities, seminars, webinars, Workshops, etc in local languages are organised. Field trips to local heritage sites/museum are conducted to disseminate the message among the students to value their culture and tradition. This initiative will also boost tourism sector in state and create awareness amongst the students.
5. Focus on Outcome based education (OBE):	LOCF (Learning Outcome based Curriculum) aims to bring about uniformity in syllabus for all programs in all the affiliated colleges of Tripura. Variety of approaches in teaching Learning process like lectures, seminars, tutorials/workshop/practical and project based learning field work, technology enabled learning internship and apprenticeship and research work is suggested. The student learning outcome should be defined in terms of knowledge, skills, understanding, values and employability. This institution, being affiliated to Tripura University will follow the guidelines as and when directed.
6. Distance education/online education:	The entire education process came to a standstill not only in India but across the globe during the lockdown period due to the outbreak of Corona virus

(COVID-19) pandemic. Women's College, Agartala was not an exception which continued to devise strategies to implement online teaching–learning using the available resources so as to keep in touch with the students and to continue the teaching-learning practice. Virtual platform became an effective measure to carry out interaction with various stakeholders during the Corona pandemic. All the faculty members were either self trained through video tutorials or trained by hands on workshop conducted by IQAC itself so as to take up online teaching –learning process using various virtual platforms in an effective way. Initially, existing Whatsapp groups were used as the platform to bring all the students under one umbrella. Later on other virtual platforms such as ZOOM, Cisco Webex, Google Meet, Skype, Upgrad were adopted to continue the interactive teaching learning process time to time. After the lockdown period, offline classes, various meetings and programs were conducted in a staggered manner following the guidelines issued by the Government of Tripura. Faculty members of the college have developed e-content in their respective subjects. The institution is preparing to make available all such types of e-content materials prepared by faculty members to all students through online mode to meet the future challenges.

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
42	42	42	42	42

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	4	4	4

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3347	3453	3447	3490	3340

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

2020-21	2019-20	2018-19	2017-18	2016-17
745	678	678	678	678

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2020-21	2019-20	2018-19	2017-18	2016-17
1144	1117	1093	1128	912

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

2020-21	2019-20	2018-19	2017-18	2016-17
56	60	57	70	65

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
59	59	59	59	59

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 34

4.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	57.41118	1.30333	2.00	99.56262

4.3

Number of Computers

Response: 95

4.4

Total number of computers in the campus for academic purpose

Response: 59

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:

Women's College, affiliated to Tripura University (A Central University) adheres to the guidelines as well as follows a pre determined syllabus framed by the parent University. The curriculum process is aligned with the vision and mission of the institution for encouraging participative, collaborative and experiential learning. An academic calendar is prepared as per the Tripura University academic schedule. Accordingly, Master routine is designed by the academic committee and thereafter departmental routine is prepared by each department to form action plans. College prospectus uploaded on the website contains the detailed description of the programmes and courses run by the college.

Experiential learning for the students through projects and field trips is specifically facilitated. Recently, the college has employed special infrastructural assistance for our students with special abilities, which makes it possible for all our students to engage in an appropriate teaching learning process. Women's College library provides access to a vast repertoire of text books, reference books, international and national journals, newspapers as well as e-resources to strengthen the teaching learning processes.

Teachers maintain their own teacher's diary for maintaining the day-to-day activities. For capacity and competence building, induction programs are conducted for the new students to make the curriculum delivery effective and outcome based. Curriculum transaction is effectively done through lectures, power point presentations, supplying study materials, model questions, lecture videos which are uploaded in college website as well as youTube channels of respective teachers. Quiz, debate and speech competitions are organized for lively transaction of opinions. Students are also given the scope to flourish their creativity by publishing articles, poems, short stories, paintings through the departmental wall magazines. Cells like Oorja, Students' Activity Cell have been constituted to make the students self-dependent and intellectually competent.

The institution has strong internal evaluative system which tests and assesses the intellectual capacity of the students through unit tests, group discussions and question answers in the class. This helps in evaluating the learning level of the students and accordingly corrective measures are taken through mentoring and other counselling mechanism to enable the students to perform better in the university examination. Answer scripts of Internal Examinations are shown to the students so that they can rectify their mistakes and, thereby, develop their competencies. Assessment records are accurately maintained in departmental registers which helps in planning of delivery and reporting of progress to learners as well as

other stakeholders. Extra classes and tutorial classes are arranged as per the demand of the students. Apart from these initiatives, interdisciplinary competitions, national and international seminars, workshops, training programmes are organized by the departments at regular intervals.

Feedbacks are collected from the students regularly and actions are also taken accordingly. Each department is intensely connected with the ex- students and has their individual alumni groups. Teachers encourage the students to participate in various competitions, co-curricular activities in and outside the college, to join NSS and NCC and also make the students aware of the different job avenues as well as the challenges of the society so that they can become empowered in true sense.

For continuous growth, our teachers regularly update their knowledge through active involvement in Research and Faculty Development Programmes. They are also members of various bodies of the University contributing to curriculum reviews, assessment and evaluation.

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:

As Women's college envisions to effectively execute the teaching- learning procedure, an academic calendar is prepared as per the parent University's academic schedule which clearly delineates a schedule for teaching-learning, commencement of examination that is strictly followed by the college to ensure smooth and efficient functioning of its teaching and administrative processes. The institution adheres to the academic calendar in preparing the schedules of classes, different events as well as the conduct of Continuous Internal Evaluation. Students are given prior information on practical examination, viva-voce and theory examinations. In case of any change in the University schedule, students are informed well in advance and time tables are prepared and implemented accordingly. For the purpose of conducting Continuous Internal Evaluation, teachers prepare their schedule of teaching, class tests and assignments in accordance with their allotted time table keeping the academic calendar and planned co-curricular activities of the college in mind.

Generally the institution used to conduct 1st Sessional examination for 2nd, 4th and 6th sem students in the 1st week of March and 2nd sessional exam in the 1st week of April. For the odd semester students, 1st

sessional exam was conducted in the 1st week of September and 2nd sessional exam was conducted in the 1st week of November. Apart from the two sessional examinations, the institution also conducts group discussions, viva voce, assignments for the improvement of the students. After the exam is over, each faculty member of the respective departments evaluates the answer scripts and makes notes of errors and scripts are shown to the students so that they can rectify their mistakes and improve their preparations. The parent University conducts the final exam for odd semesters in the month of December and for even semesters in the month of May.

But since 2020, the academic session faced several changes due to the effects of corona pandemic. This year the online classes for odd semester (I, III, IV) started from November, 2020 followed by their internal examination during February 2021. The end semester examination for 1st, 3rd and 5th semester commenced during March, 2021. The even semester classes started from June, 2021 and their internal examination started from August, 2021 followed by end semester examination during September, 2021. Again, the odd semester classes started during October followed by their internal examination during December, 2021. Both online and offline mode of examination was followed this year.

The final year students have project work of 100 marks which have two components wherein 20% weightage is awarded to the students for presentation and 80% is awarded for the project preparation of the students. The objective of the project is to augment the critical thinking, analytic skills and collaborative learning skills of the students. The project works are supervised by the teachers of the department following the guidelines of the parent University.

Along with the continuous internal evaluation, some departments conduct regular tests, assignments, group discussions etc. Educational tours are also organized by few departments. Thus the academic performance is evaluated throughout the session to enhance their knowledge as well as to upgrade them.

File Description	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: B. Any 3 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: 4

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: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	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

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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 institution offers courses that integrate cross cutting issues relevant to professional ethics, gender, human values, environment and sustainability as a part of curriculum prescribed by the parent University in its mission to achieve holistic development of the students and to create a positive vibration on their study and societal commitment. As a supplement of the endeavours the institution also organizes various activities like seminars, invited talks, workshops, awareness programmes to make the students aware and sensible towards social and environmental issues.

Gender, environment and professional ethics based courses are prescribed under the affiliated University as in compulsory undergraduate courses like EVS in 3rd semester and Human Rights and Gender Studies, Disaster Management and Society and Technology which are offered as Soft Study course for 6th semester students. In EVS, students get to learn about ecology, natural resources, conservation, biodiversity, human population, social issues etc. Human Rights and Gender Studies covers the basic concepts of human rights, classification of rights, humanitarian law etc. In Gender Studies, students come to know about gender rights, legal rights of women etc. Society and Technology deals with the history of computers, theoretical perspectives of computing etc.

Students having Philosophy study Indian ethics. Students having Sociology got to know the sex-gender distinction and their catalytic effect on social stratification. Students having Chemistry are having a topic 'Green Chemistry' which aims to reduce and reuse the by-products and recycles the products after use. Students having Geography are taught the major global environmental issues like climate change and global warming, deforestation and loss of biodiversity etc. Students having Education and Sanskrit are also taught the human values as well as ethics pertaining to education.

Women's College, Agartala firmly believes in meticulous implementation of professional ethics; students are made cognizant of the significance of proper referencing in their project papers of final semesters, consequently discouraging any kind of plagiarism. IQAC organized a seminar on "Intellectual

Property Rights" for the faculties. Department of Education facilitates its students to visit slum areas to make them understand aspects of marginalization so that they become reflective practitioners, learning the significance of inclusive pedagogies. The institution has taken several steps to create the sensitivity for human values among the learners. The workshops and seminars are organized on personality development and character building for the students. Efforts are also being made to inculcate moral values among the students by observing birth and death anniversaries of the national heroes, by celebrating events like teachers' day and festivals of national importance.

Women's College has carefully planned its infrastructure so as to prioritize conservation of the environment. There has been a conscious effort to preserve ecology to a large extent. The building is well provisioned for students with disability. Eco-consciousness and sustainability has been taken of as the focal concept of the institution by establishing the Eco Club. NSS and NCC wings also conduct different activities related to environmental issues, biodiversity and sustainability at regular intervals.

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

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

Response: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
42	42	42	42	42

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View 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: 7.41

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 248

File Description	Document
Institutional data in prescribed format	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
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: A. Feedback collected, analysed and action taken and feedback available on website

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: 82.61

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

2020-21	2019-20	2018-19	2017-18	2016-17
1105	1172	1230	1223	1204

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1550	1413	1413	1413	1413

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: 93.26

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

2020-21	2019-20	2018-19	2017-18	2016-17
616	622	658	643	678

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

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

Response:

Students are identified and assessed on the basis of qualifying examination, performance in unit tests, participation in various co-curricular activities conducted by the departments, responsiveness in classroom teaching-learning, responses from mentor-mentee system etc. After categorization into slow and advanced, different need-based activities are executed.

For slow learners:

For the students who are in need of help with regards to the course content the following initiatives has been taken:

1. Tutorial classes and extra classes are arranged for difficult topics which are conducted for students as per their demand. These are aimed to provide additional support to them to augment their academic performance.

1. Teachers provide additional study material in the form of handwritten notes, power point presentations, printed notes, youTube videos to slow learners to prepare for the university examination.

1. Conducting more number of class tests

1. Organizing crash course by different departments for seven days on students demand

1. Bilingual explanations and discussions are done in the class with the aim of reaching out to the slow learners so that they can be brought at par with the rest of the class.

1. Conducting Parents-Teachers meeting in case of low attendance and poor performances in class test.

For advanced learners:

1. Students are suggested additional course materials such as reference books, journals and web links. They are suggested advanced readings in the relevant topics to enhance their understanding of the subject to enable them to pursue research in future.

1. Departments through a combination of academic and co-curricular activities encourage the advanced learners to optimize their potential. Such students are encouraged to participate in inter college competitions. speech competition, Quiz, Debate and other competitions of university, state, and national level.

1. Students are encouraged to organise different events, seminars, workshops related to their study, career, personality development etc.

1. All the teachers provide conceptual ideas on every unit of the UG syllabus thoroughly for their success in M. Sc entrance, JAM, National Level Exams, etc.

File Description	Document
Paste link for additional Information	[View Document](#)

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

Response: 60:1

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:

The College makes continuous and conscious efforts to enable its students to realize their potential and evolve as leaders and transforming agents of society. Most departments take up the following activities to enhance students learning experiences and make teaching-learning process more students centric.

1. Students' project- All the departments have students' project related to their relevant topics.
2. Field Trips- The geography department goes for field trips to expose students to real-life situations and culture.
3. Study Tour- Botany, Human Physiology, and Zoology departments go for study tours to visit important sites related to their course.

1. Group Discussion- Group discussion helps in developing thinking skills, cooperation and independent study amongst the students.
2. Laboratory Practices - Problem-solving methodologies are usually practiced for science subjects through lab work.
3. Competitions - Students regularly take part in Inter College debates, quizzes, extempore speech, and different competitions on sports, etc.
4. Extension Activities and Community Service- Students can enrol as members of the National Social Service (NSS)/ National Cadet Corps (NCC)/Students' Activity Cell (SAC)/ Students' Placement Cell (SPC), etc. This group of students actively extends support in the college activities and in community services through awareness programs, health camps, blood donation camps, and outreach activities, career related and placement related activities.
5. Inter college Seminars and Workshops- Seminars help the students in enhancing presentation and communication skills and building up their confidence.
6. Newsletters and Magazines are published by various Departments to nurture creativity and other skills of students.

1. Special lectures/popular talks/seminars/conferences are organized to encourage and motivate students to become participative agents and not just passive recipients of knowledge.

1. Experiential learning is also gained by the students through the distinct initiative of cells like Oorja in fabric designing, embroidery, craft making workshops and hands on training. Students here learn many activities beyond the classroom which provide exposure to them. Activities like classroom seminars, inter-college competitions, important days celebrations, rallies, national and international conferences are in place to bridge the gap between theory and practice so that the students are aware of the latest developments and ready to cope up with the market demands.

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

Response:

Teachers of the College try to make the best use of the technology in their teaching process. Most of the teachers have the primary knowledge and skills to use new digital tools to help all students achieve high academic standards. A workshop was conducted by IQAC to enable/familiarize all the teachers with the online platforms and digital learning tools. The pandemic period and the subsequent new normal lifestyle made the usage of ICT mandatory for better and swifter communication and presentation of ideas in an effective and relevant way. It is also an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database.

The college supports the need of adopting innovative and creative teaching by providing the following facilities: Laptops and Desktop Computers provided for science departments, three smart classrooms equipped with LCD projectors attached with screens for Arts departments. Internet connectivity (LAN and Wifi), Interactive Board is also available in the campus.

Some teachers use and share E-books which are very useful for the students as they are handy and save the cost of buying the physical books. Teachers use microphone connected speakers to enable them to reach to all the students in the classroom effectively.

The college has a semi automated library which enables the students to know the availability of the books easily. The library also provides accessibility to e-resources vide INFLIBNET to teachers.

The college has well equipped Computer Lab where practical classes are taken for Physics and Mathematics Honours and General courses. The curriculum of these courses has practical components which require the use of computer labs. The lab is updated with softwares like Windows 8, Windows 10, Open Source Softwares (Linux 12 and Linux 14) etc.

Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students. Teachers have started taking lectures online on Google Meet, Zoom, Google Classroom, Digital whiteboard, Skype, Youtube,etc keeping in view the constraints as well as the demands of the pandemic period. These innovative methods in teaching and learning have helped the teachers in classroom management. The use of ICT techniques in teaching-learning has made teaching-learning process vibrant, natural, student-centric and live. Further, the use of ICT techniques in teaching-learning has a very positive impact on the learner's learning abilities.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	

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

Response: 60:1

2.3.3.1 **Number of mentors**

Response: 56

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	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: 104.41

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	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: 40.85

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
29	25	25	21	24

File Description	Document
Institutional data in prescribed format	[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: 8.2

2.4.3.1 **Total experience of full-time teachers**

Response: 459

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:

Women's College, being an affiliated college is bound by the parent University rules regarding Internal Assessment. As a part of the internal assessment Internal Exam is conducted by the examination cell of the College as per the pattern set by the Tripura University. Assignments, class tests and students' presentation are conducted by the Departments.

Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work.

Students are informed in advance that independent learning, original thinking and new ideas will be given additional points. Assignments and tests are regularly conducted and students are given multiple opportunities to improve their performance.

Students are given the opportunity to improve upon their performance through re-tests and one to one discussion in tutorials. Heads of the Departments are given the responsibility of preparing and submitting the question papers within the scheduled time.

The examination cell prepares the exam schedule and display in the College Notice Board. The Cell assigns invigilation duties to all the teachers. The answer scripts of internal assessments are shown to the students as soon as the evaluation of answer script is completed. Moreover, Students failing to sit for internal tests having genuine reasons or getting poor marks are given a chance to complete the same within a fixed time. For this session (2020-21), due to COVID 19 Pandemic, all departments completed the internal examination of even semester through online mode.

In the pandemic period, internal examinations were taken through google form. Assignments were assigned to students through WhatsApp, email, Google Form and Google Classroom by the teachers. Teachers worked hard on how to assign students with assignments as these will be considered as part of Continuous Internal Evaluation(CIE).

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

Response:

Women's College is an affiliated college of Tripura University and therefore it follows the guidelines set by the parent University for the conduct of examinations. At the end of each semester, there is a final exam which is uniformly conducted for students across all the affiliated colleges under Tripura University.

The college uses the following mechanism or steps to deal with examination related grievances ensuring that the whole process is transparent, time bound and efficient:

1. Students submit the hard copies of their online submitted examination forms along with requisite fees in college which are verified in detail and later on submitted in the university portal by a group of teachers spearheaded by Convenor of Academic committee.

1. The Examination committee of the college conducts both internal and end semester examinations. The committee prepares and displays the exam schedule, the roll no wise allotment of students in different exam room/hall in the College Notice Board and also share the same in all students-teachers Whatsapp groups.

1. All teachers are assigned invigilation duties maintaining proper ratio in each examination hall for the smooth and fair conduct of the examination.

1. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment.

1. In order to avoid any anomalies, all the HODs of various departments notify their students to verify their internal exam answer scripts before submitting the marks to the University portal. The notice is displayed in the notice board as well as shared in the Whatsapp groups.

1. The evaluated papers related to internal examination consisting of class tests, assignments, projects, etc. are shown to students with detailed remarks and suggestions for improvement. Any query of students regarding the feedback and evaluation is thoroughly addressed by the respective teachers.

1. Unfair means are strictly dealt by the Examination committee along with the Principal of the College as per the rules prescribed by the parent University. If any grievance related with internal examination occurs, college exam committee, academic committee along with Principal and TC solve them.

1. If any error is detected in the final mark-sheet, it is promptly reported to the University by the College.

1. Grievances, if any, related to the question paper are reported, the same is informed to the university by the Convenor of Examination Cell and the decision of the university is conveyed to the students immediately.

Thus the College employs a robust multi-tiered mechanism to ensure transparency and objectivity in dealing with grievances related to internal examinations.

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:

The highest goal of Women's College, Agartala is to empower the girl students academically, physically and morally to meet the challenges of the 21st century. The college offers courses in Humanity and Science streams. The courses are currently designed by the Tripura University. On the basis of the syllabi prescribed by the University, all the Departments are asked to prepare the Programme Outcomes as well as the Course Outcomes for each paper. Programme Outcomes and Course Outcomes of Departments are also displayed in the college website. Students are made aware of the course specific outcomes through mentoring classes, classroom discussion, expert lectures and practicals. Teachers are also well communicated about the outcomes.

Women's College feels that the biggest success of our programmes is reflected by the fact that a greater number of students are taking admissions for masters, B. Ed or other higher studies every year. The demand for higher studies among the students is also helping the society enormously, since education facilitates them to shape their social identity, framing their understanding of themselves and their relationship with the other people.

The college deputes teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. Teachers actively participate in workshops on revision of syllabus organized by the university. Many teachers are also the members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning. Successful alumni students are also invited to interact with both students and teachers at specific events and meetings where they share how their individual course shaped their career thus helping existing students align better with the specified course outcomes.

File Description	Document
Upload COs for all courses (examples from Glossary)	[View Document](#)
Paste link for Additional information	[View Document](#)

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

Response:

The Institution regularly evaluates the performance of students through various methods for measuring the

attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes. For measuring the attainment of Program Outcomes and Course Outcomes, the college uses the following methods:

Direct Method- Students attainment in POs and COs are measured on the basis of their performances in final examinations and continuous internal examinations. The institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

1. **End Semester University Examination:** The affiliating University conducts examinations at the end of every semester through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.

1. **Institutional Examination and Tests:** Students are assessed and evaluated throughout the year at institutional level through internal examination, surprise test and the performance of the student is analyzed for assessing the attainment level of programme outcomes and programme specific outcomes. Continuous and comprehensive evaluation through tutorial classes, mentoring and value education, co-curricular activities, extension services, etc. are other forms of measuring the outcomes of the students not only in academics but in co-curricular activities which are well recognized by the College.

Indirect Method-

1. **Feedback Evaluation:** The Institution collects feedback through IQAC from students, alumni, teachers and parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes and to understand the impact of teaching learning process.

1. **Project Works:** Students are bound to take up projects in their final semesters which help them to obtain necessary skills and practical experience in their chosen disciplines.

1. **Higher Studies:** Another parameter to measure attainment of POs, PSOs and COs is through progression of students towards higher studies.

File Description	Document
Paste link for Additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 90.34

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

2020-21	2019-20	2018-19	2017-18	2016-17
1117	997	939	986	830

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

2020-21	2019-20	2018-19	2017-18	2016-17
1144	1117	1091	1125	911

File Description	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](#)

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: 0

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.2.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
21	21	21	21	21

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

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

Response: 74

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

2020-21	2019-20	2018-19	2017-18	2016-17
45	16	08	04	01

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: 1.15

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

2020-21	2019-20	2018-19	2017-18	2016-17
22	14	10	10	15

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[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: 0.55

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

2020-21	2019-20	2018-19	2017-18	2016-17
07	04	02	08	13

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

The college seeks to bring out the best inborn human qualities of the students by sowing the seeds of social responsibility in them through various extension activities. By adopting a neighbouring village 'Indira Colony', NSS Unit of Women's College extends utmost services for the development of the villagers. Relief Services and other welfare activities are conducted in the adopted village time to time.

Every year NSS Unit of the college celebrate important days like Road Safety Day, De-worming Day, World Consumer Rights Day, International Women's Day, conduct programme on the Protection of Civil Rights Acts, and NSS volunteers participate in National Integration Camp and in many more activities. Every year NSS wing of the college takes initiative to organize seven Days Camp where multiple lecture sessions, cleanliness drives, awareness programs are organized. Birth anniversaries of prolific personalities are also celebrated with proper grandeur. Students participate in good numbers in rallies like National Youth day rally, national Girls' Child day rally etc. Educational Tour to Abhay Ashram was conducted by NSS volunteers in the year 2019. A fund of Rs.5,040/- was collected by NSS volunteers and donated For Kerala Flood victims. Awareness Programme on Road Safety Week, AIDS & HIV, Chewing of tobacco products were organized by NSS during 2019. Relief service at adopted village, Awareness programmes on disaster risk reduction was done along with several other programs in 2020. Various webinars on value Education and other social issues were also organized by various departments. Every year Vanmahotsav is celebrated by NSS wing with great enthusiasm.

For outstanding contribution in society Women's College bagged the best NSS Program Officer Award in 2021.

Not only NSS, but the NCC Cadets also participated in different training activities, parades, webinars, camps, awareness programmes, cleanliness drives, tree plantations etc. A large number of NCC and NSS volunteers participate in Swachh Bharat Abhiyan programs. NCC cadets performed the duty of traffic control during the Durga Puja festival, participated in security duty during TPS/TCS exams and Armed Forces Flag Day at various locations of Agartala. Cadets bagged awards like Best Drilling and Best Piloting in the year 2018 in activities like CATC Piloting and CATC Drilling. In 2020, Cadets actively participated in programs organized on the occasion of Fit India Plogging, Rashtriya Ekta Diwas, District level disaster management, Armed Forces Flag Day etc. Two cadets bagged Best Cadet Award in 2020-21 and one cadet was honoured with the CM award for her outstanding performance from 2019 to 2020.

File Description	Document
Upload any additional information	[View Document]()
Paste link for additional information	[View Document]()

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 9

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.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	02	02	04	01

File Description	Document
Institutional data in prescribed format	[View Document]()
e-copy of the award letters	[View Document]()

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 141

3.3.3.1 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
09	36	47	21	28

File Description	Document
Reports of the event organized	
Institutional data in prescribed format	

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 36.01

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**

2020-21	2019-20	2018-19	2017-18	2016-17
246	1562	1977	1074	1314

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

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: 0

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	[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**

2020-21	2019-20	2018-19	2017-18	2016-17
1	0	0	0	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
e-Copies of the MoUs with institution./ industry/ corporate houses	[View Document](#)

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:

Women's College has constantly endeavoured to provide quality education and ensure all round development of the students in order to create aware, responsible and empowered women. The institution has a well maintained, good infrastructure conducive to teaching, learning and comprehensive development of students.

The institute provides adequate infrastructure and physical facilities for the Teaching-Learning process. The college ensures adequate availability and optimal utilization of physical infrastructure so as to create a favourable environment for teaching-learning activities.

At the beginning of the academic year, the HODs of all departments place the requirements for their respective departments which are then placed before the development committee which takes decisions on the expenditure and purchase of requirements on the basis of priority and availability of funds.

The academic committee analyses the requirements of classrooms, furniture, etc. for the academic year and prepares the timetable accordingly. Time to time requirements are submitted to the Directorate of Higher Education for allotment of funds for augmenting infrastructure in terms of classrooms, furniture, laboratory, library, etc., and RUSA fund also is utilized wherever feasible. The college also encourages the faculty to use innovative teaching-learning methods like the use of projectors, preparation of power-point presentations, etc. The faculty members are motivated to learn the use of online teaching-learning methods and their implementation among their students in order to enrich the learning process. We also have a well-equipped computer lab funded by RUSA which is used by the students for lab-based classes and faculty members utilize it for conducting workshops and for documentation works.Women's College has constantly endeavoured to provide quality education and ensure all round development of the students in order to create aware, responsible and empowered women. The institution has a well maintained, good infrastructure conducive to teaching, learning and comprehensive development of students.

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File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

The college is committed to offer resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

The college utilises its resources to provide an amicable environment essential for the holistic development and strong personality of the students.

A playground of size 79 x 46 m is available for all sports related activities. Students participate in various types of competitions at intra-college, inter-college, University, State and National level. Celebration of Annual Sports Day, Yoga Day is a regular event of the college.

A multi-gym of size 9 x 46 m equipped with tread mill, A. B. Gym, body massager, B. P. Machine, electronic cycle is an asset for the students and faculty members. An indoor sports and physical activities room of size 7.4 x 5.2 m is utilized by students for various indoor sports including yoga. A one-day yoga skill development program was also conducted by the Department of Physical Education for inculcating

interest and awareness among the students.

Students are encouraged to participate in cultural activities which help in inculcating team spirit, organizing ability, leadership quality etc. The Department of Music coordinates the various cultural activities and competitions conducted by the college from time to time. An auditorium with a capacity of 500 students inside the campus is used for organizing various extracurricular activities. The auditorium has a sound system with multiple speakers, amplifiers and a mixer.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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: 8.82

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 3

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: 63.26

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	38.13	0.65	2.00	99.56262

File Description	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:

Library is automated using Integrated Library Management System (ILMS)

The College Library is enabled with internet facility and has a reading room for the students. Additionally, 6 computers have been installed for the faculty.

 * The library uses ILMS software: "E-Granthalaya" Software in Cloud version-4 of National Informatics Centre, Government of India.

* Nature of automation (fully or partially): Partially (The software is fully automated ILMS , Library automation starts with the adoption of library management software in the library. Its key functions are acquisition, cataloguing, circulation, serials, control and reference service.

*Version: EG-4 in cloud or 4.0 is being used in the library. The OPAC page, being the gateway to library collection, shows the kind of knowledge available in the Institution. Our library is maintained by ILMS and implements all the standard features which enabled our users and administrators to access the resources in friendly manner.

* Year of Automation: 07.11.2019 (date of receipt of mail from NIC with User ID and Password).

File Description	Document	
Paste link for 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
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: 1.75

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
0.18313	2.66546	3.30849	2.40483	0.194567

File Description	Document
Institutional data in prescribed format(Data template)	[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 latest completed academic year

Response: 0.38

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

Response: 13

File Description	Document
Details of library usage by teachers and students	[View Document]
Any additional information	[View Document]

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

As the college recognizes the importance of technology in education, it has implemented IT infrastructure in the college in the year 2010. College uses IT to provide a competitive advantage in its core areas of education. At present, the college has an internet of bandwidth of 10 MBPS on lease line from BSNL. Two seminar halls with ICT facilities are available to students and teachers for teaching-learning activities. One classroom is equipped with Interactive board and LCD facilities. In addition to that, the college has procured high configuration PCs, printers, a digital podium with an inbuilt microphone system, speakers, etc. also for facilitating the teaching-learning process. A computer centre has been developed under the RUSA scheme with 34 computers with windows and Linux facilities. A computer browsing centre is established under the DST scheme with 14 computers which are mainly utilized by students of physical science for their curricular requirements. Near about 60 computers are distributed in various departments for academic purposes. The office staff also has been trained to use the IT facilities available in the college for documentation purposes. The faculty uses projectors to deliver lectures using PowerPoint presentations. Regular maintenance and repair are done for computers to keep them in working condition. To make the learning process more effective various innovative methods are used by the teachers. This includes giving assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response: 57:1

File Description	Document
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: D. 5 MBPS – 10 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: 5.41

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	15.53420	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	[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 College ensures regular maintenance and upkeep of all infrastructural facilities.

Furniture and equipment are purchased on regular basis as per the requirements. IT machines and softwares are continuously upgraded to ensure the market relevance of acquired skills. The policies and procedures for maintaining and utilizing all the physical, academic, and support facilities are decided by the Principal in consultation with the members of Development Committee and Conveners of concerned subcommittees.

Civil Maintenance: The Development Committee and the College Beautification Committee look after all the matters related to the maintenance of buildings, sewage systems, washrooms, gardens, and lawns in the college. The college playground is maintained by a group D employee. Under the initiative of Alumni Association of Women's college, one person does all the cleaning activities of the college campus.

Maintenance of purified drinking water systems: It is cleaned and maintained by the respective suppliers as and when required.

The canteen is being restructured into a spacious one. The canteen sub-committee looks after all the matters related to the canteen.

Maintenance of Sanitary napkin vending machine: Its maintenance is done by the respective supplier.

Maintenance of Laboratory Equipment: It is done by the Head of the Department and the other faculty members in charge of the laboratories.

Maintenance of IT Infrastructure: It is done by the IT department.

Electrical Maintenance: It is done by the internal electric division of PWD.

Library Maintenance: It is done by the librarian along with supporting staff.

Maintenance of Sports Accessories: It is done by the Physical Education department. The Gymnasium is cleaned regularly. The faculty of Physical Education Department ensures that the equipment is in perfect working condition.

Security: The College has security guards on both of the two entrances.

Maintenance of Hostel: It is done by the Hostel Superintendent along with the members of the Hostel sub-committee.

The College water tanks are cleaned whenever needed. RO water Plant, rainwater harvesting system are under process.

Stock registers are maintained for equipment of science, sports, IT, books, computers.

File Description	Document
Paste link for additional information	[View Document](#)

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: 69.06

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
1847	2276	2513	2544	2619

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View 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 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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
Link to Institutional website	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: 0.15

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**

2020-21	2019-20	2018-19	2017-18	2016-17
0	20	0	6	0

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: A. All of the above

File Description	Document
Upload any additional information	<u>View Document</u>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<u>View Document</u>

5.2 Student Progression

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

Response: 1.14

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

2020-21	2019-20	2018-19	2017-18	2016-17
52	13	0	0	0

File Description	Document
Institutional data in prescribed format	<u>View Document</u>

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 87.41

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 1000

File Description	Document
Upload supporting data for student/alumni	<u>View Document</u>
Institutional data in prescribed format	<u>View Document</u>
Any additional information	<u>View Document</u>

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: 9

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

2020-21	2019-20	2018-19	2017-18	2016-17
9	0	0	0	0

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**

2020-21	2019-20	2018-19	2017-18	2016-17
20	20	20	10	10

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: 12

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.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	3	2	3	4

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:

Students are given exposure to involve in administrative, co-curricular, and extracurricular activities by including them as members of the committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement.

1. College Development Committee (CDC)

2. Students' Placement Cell: An elected body constituted annually with the 4th semester students.

3. Internal Quality Assurance Cell (IQAC)

4. Students' Activity Cell

5. Students' Union Council: elected annually through a fair and democratic process by active participation of all students. The Student Council elected to represent the fellow students - work with the Principal, faculty convenors, and students for organizing events and also building a bridge between the faculty members, administrative staff, and students. The Student Council members help the faculty and administration in the Admission process. The student council members also help in organising Freshers' Welcome, Teacher's Day etc.

6. Anti-ragging Committee

7. Committee against Sexual Harassment

8. Cultural committee

9. Sports Committee

10. Discipline Committee

Students representative for various sub-committees are traditionally nominated by the Students' Union Council and accordingly they perform with the supervision of teachers in the concerned committee. The contributions of the Students' Union Council in Academic Administration are as follows:

1. Coordination in day to day academic activities at their level

2. Coordination in communicating the information between students and Teaching faculty

3. Coordination in conducting special events like Freshers' Welcome Ceremony Saraswati Puja, Celebration of National Youth Day (12th January),Kokborok Day (19th January), Statehood Day (21st January),Republic Day (26th January), Bhasha Diwas (21st February), National Science Day (28th February), Teachers' Day (5th September) and Independence Day (15th August) etc.

4. Coordination in organizing any Cultural events in College like Rabindra, Nazrul, Sukanta Jayanti, Birth Anniversary of Pandit Iswar Chandra Vidyasagar and many more.

5. Coordination in organizing Sports & Games for the students.

6. Coordination in arranging popular talks/seminars/workshops/conferences etc. In addition to these activities inside the campus, students of this college are frequently participating in various fields like Debate competitions, Quiz competitions, Speech competitions, Essay writing competitions, Students Project Programme (TSCST), organized by State Govt. or other Higher Educational Institutes to express their skills. They often used to attend in various National level Seminars/Symposiums/Conferences/Workshops etc. NSS Volunteers and NCC Cadets of this are always ready to perform any duties when assigned to them either by the Programme Officer/CTO or by the Head of Institution. Some of the NSS volunteers/NCC cadets in recent years also participated in the Parade on 26th January at State/National level. The activities of NSS is really praiseworthy and accordingly acknowledged by the State Government by awarding the NSS programme officer Smt. Rama Bhattacharjee as the best Programme Officer in the year 2021-22. 03 students from NSS i.e. Dipali Debnath, Ruma Paul, Tanushree Dey have been awarded as 'Best NSS Volunteer' in the year 2021-2022.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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: 7.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	14	11	5	5

File Description	Document
Upload any additional information	[View 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:

In order to foster a warm relationship, Women's College maintains regular contact with the alumni and former faculty through social networking sites such as Facebook and whatsapp. The Alumni has worked extensively in connecting the alumni with its Alma Mater through cultural programs, motivational talks, by eminent alumni at various levels. Our former faculty and alumni have been keenly involved in all major college functions.

Women's College has a registered Alumni Association for building a strong bond between alumni and present students. The alumni give support to the students through interaction, guidance. The Alumni Association of the Institute is called WCAA i.e. Women's College Alumni Association. It is also known as 'Praktani'. This was registered under the office of the Registrar of Societies under the Societies Registration Act of 1860, Govt. of Tripura with Registration No.4431of 2004. The office headquarters of WCAA is in the premises of

Women's College, Agartala. The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni. Alumni meet is arranged regularly.

Objectives of the Alumni Association:

1. To encourage and promote close relations between the Institution and its alumni and among the alumni themselves.
2. To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the institution.
3. To provide and disseminate information regarding their Alma Matter, its graduates, faculties, and students, to the alumni.
4. To initiate and develop programs for the benefit of the alumni.
5. To assist and support the efforts of the institution in obtaining funds for development.
6. To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution.
7. To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society.
8. To organize and coordinate reunion activities of the Alumni and let the Alumni acknowledge their gratitude to their Alma Mater.
9. To collect, publish and distribute such information as may be useful to the alumni and their Alma Mater.

Activities and Contributions:

1. WCAA used to visit an orphanage and used to give food packets to the orphans every year.

2. Alumni have donated funds/food packets to assist the Poor & distressed people during the outspread of COVID-19 in the year 2020.

3. Alumni keeps on organizing state –level speech competition, awareness program, cultural program and felicitation program for distinguished personalities, who are the alumni of this college.

4. Alumni has appointed a gardener for the college who is regularly working to make the college campus clean and beautiful. In this way Alumni is also taking the responsibility of a destitute who was badly in need of some work to feed his family.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: D. 1 Lakhs - 3 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:

The vision of the college is to become an institution of excellence at the national level by preparing students who will be ready to take social, economic, and environmental challenges and become able citizens in shaping the nation as well as contributing to the world.

The mission of the college has always been the development of a complete woman. Being the only women's college in the entire state, the main goal and objective of our college are to achieve and maintain excellence in students' performance with respect to grades, discipline, placement, extra-curricular activities, and social work. Besides this our mission is also to

1) Provide value based education.

2) Mould the character of the younger generation.

3) Have such a system of education that will facilitate the overall development of the personality of the students.

4) To inculcate ethical and moral values in the students and encourage them to become integrated honest citizens capable of handling their careers and lives effectively.

Women's College aims at the development of each student and focuses on comprehensive and balanced education. The college strives to instil ethical and moral values in the students and encourages them to become disciplined, sincere, and responsible citizens which are being transmitted to them through effective governance.

File Description	Document
Paste link for additional information	[View Document](#)

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

Response:

As a Government Degree College, Women's College is fostered by the Directorate of Higher Education, Tripura for the management and administration along with rules and regulations, policies, decisions, etc. The principal, being the highest authority of the College supervises and co-ordinates the different aspects for the welfare and smooth functioning of the College. The principal is assisted by the Teachers' Council

(an annually elected body by all the teachers) which imparts an active role in the administrative and academic arena of the college. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. This ensures transparency in policy execution. Regular meetings are held by the Principal of the College with the teaching and non-teaching staff where various issues are taken up for discussion before arriving at a final decision. The Heads of Departments monitor the functioning of their respective departments. The office administration of the College is headed by the DDO (Drawing and Disbursing Officer) who works in coordination with the office staff headed by the Head of Office. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions. Participative decision-making ensures the total participation of all the people concerned.

File Description	Document
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies.

The strategic plan of Women's College focuses on different aspects which are:

1. To achieve global standards in education.

2. To impart quality and value-based education.

3. To encourage and facilitate Interdisciplinary Research.

4. To aim for the Personality Development of the students.

The college aims at ways and means to improve the quality of teaching and learning which will accelerate academic as well as co-curricular performance. As a result, the college has won the Best College Award from the State Government consecutively for two years i.e. 2019 and 2020. The college has received DBT Star College Scheme to impart life science and biotechnology education and training at the undergraduate level. All the faculty members are encouraged and kept updated for applying for research grant projects.

The students organize as well as participate in various state and national level competitions. Women's College has always given priority to the all-round development of women to empower them so the institution stresses outreach programs through NCC and NSS thereby inculcating in its students an awareness of the value of holistic education and empathy for the less privileged sections of society. The stakeholders are always motivated to introspect, benchmark, and propose innovative ideas which are very much necessary for the continuous growth of the college**.**

File Description	Document
Strategic Plan and deployment documents on the website	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response:

Women's College, Agartala is under the Department of Higher Education, Government of Tripura. However, the Principal is the administrative head of Women's College, Agartala. The Principal along with the Teacher's Council and Office is involved in the academic conduct and administration implementation of the College. The principal ensures that regular day-to-day operations are properly conducted, through interactions and regular meetings with conveners of different sub-committees of Teacher's Council, teaching and non-teaching staff, Heads of Departments, etc. The Heads of Departments ensure that the plans communicated to them by association helps in maintaining the bond between alumni and the college. The Students' Council helps in representing the opinion of the students in different important matters of the college. Committees for co-curricular activities under the Teacher's Council conduct different activities that are aimed at enhancing the overall development of students. Administrative Committees like Examination, Academic, Purchase, Discipline, Sports, Admissions, Library, etc. work for the smooth conduct of all administrative activities of the college. In addition to these, a vibrant ALUMNI association helps in maintaining the bond between alumni and the college. The Students' Council helps in representing the opinion of the students in different important matters of the college.

File Description	Document
Paste link for additional information	[View Document](#)
Link to Organogram of the Institution webpage	[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
Screen shots of user interfaces	[View 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:

Women's College is a Government Degree College under the Directorate of Higher Education, Government of Tripura which offers the following welfare schemes for all its employees. The institution has various effective welfare measures for teaching and non-teaching staff. Some of them are as follows:

1. The salary component and other monetary benefits are given as per the recommendation of the UGC for Assistant Professors and Associate Professors and state pay commission for Post Graduate Teacher and non-teaching staffs respectively.

2. Annual Increment@ 3% is given every year for every teaching and non-teaching staff of the college.

3. Promotion and CAS benefits are given as per the guidelines of the UGC/ State Government.

4. The Assistant Professors and Associate Professors after completion of Ph.D. degree receive monetary benefits as per the recommendation of the UGC

5. Faculty members are encouraged to participate in the Orientation Program/ Refresher Course/ Seminars/ Workshop. Non-teaching staff are also allowed to undertake various training programs for enhancing their professional knowledge. Computer Training Courses are provided for teachers to help them hone their e-skills as offered by NIELET in 2018. Recently IQAC also conducted an online workshop on 'Online Teaching Tools and the Development of E-content' for the faculties of Women's College.

6. General Provident Fund facilities, Gratuity Pension facilities, Group Life Insurance are provided to both the teaching and non-teaching staff. They also enjoy other benefits like House Rent Allowance, Dearness Allowance.

7. Festival advance is provided for teaching and non-teaching staff.

8. Loan without interest from the General provident fund is there for teaching and non-teaching staff.

9. Benefits of availing Bharat Darshan three times during the service tenure is granted to all teaching and non-teaching staff.

10. The Government has provided Group Insurance scheme and GPF to the Staff (Teaching and Non –Teaching) of the College. This helps the staff at the times of need.

11. Maternity (180 days) and paternity (15 days) leave are provided.

12. CCL (Child Care Leave) for eligible mothers for two children below the age of 18 years is provided.

13. Casual leave of 12 days for the employees is provided.

14. Medical leave for 20 days.

15. Earned leave of 15 days.

16. On Duty Leave is provided to teaching staff to participate and present papers and also to deliver invited lectures.

17. Pension benefits are provided to the employees after retirement.

18. Both the teaching and non-teaching staff can avail Loan facilities as per Government rules.

19. Medical reimbursement as per rules is given. Medical allowance of Rs 500/- is given for non-gazetted employees and provisions are there of reimbursement of medical bill for gazetted employees of the college maintaining codal formalities.

Support Facilities

1. Canteen
2. Grievance Redressal cell.
3. Parking facilities for both teaching and non-teaching staff.
4. Clean drinking water facilities.
5. Facilities such as lifts, ramps, and others for differently abled.

ICT Facilities

The College is partially Wi-Fi enabled.

One full-fledged Computer lab is for both students and faculty.

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	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: 0.8

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**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	0	1

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: 21.72

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**

2020-21	2019-20	2018-19	2017-18	2016-17
39	11	5	4	4

File Description	Document
IQAC report summary	[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:

Performance Appraisal is the most methodical way of evaluating the performance of an employee. It makes the employee more liable to the work that he performs. It also inspires the teachers to undertake research based work to enhance their knowledge.

Performance appraisal of the teaching staff is done through CAS (Career Advancement Scheme) as per UGC Regulations. The CAS document reflects the details of refresher/orientation courses/ workshops/ seminars etc. organized or attended by the teaching staff yearly as each one of these carries marks which will be added up for promotion to the next grade. The teaching performance is also evaluated on the basis of the involvement of the teacher in administrative activities of the college and shouldering of additional responsibilities in addition to the teaching-learning activities which are reflected in the teacher's diary. Due weightage is given for innovation done by teachers in the teaching-learning activities, community work, etc. A committee headed by the Principal, subject expert, and senior faculty member grades the teacher on the overall report submitted by the teacher and approved by concerned HOD and recommends to higher authorities for further necessary action. The teaching faculties are also given the Annual Confidential Report (ACR) format for their self-appraisal annually. The ACR is assessed by the Principal and is then sent to the Directorate of Higher Education for further action. This ACR is the most essential step for Career Advancement.

Students are also given the opportunity to provide their feedback of the teachers.

As per the procedures outlined by the IQAC, the feedback forms are structured to elicit responses for parameters like communication skills, subject knowledge, discipline, work-ethics, curriculum to provide effective mentoring and career guidance to students and grade the teacher's ability in creating an interactive, discussion-oriented and democratic classroom.

These forms are then evaluated by the Principal of the institution with the help of IQAC who analyses all the reports and meets with teachers with constructive feedback and corrective measures.

For non-teaching faculty, the appointment is made through the Government of Tripura, and after joining the department as per service rules, they are given promotions as and when the Departmental Promotion Committee (DPC) recommends. They are not given any appraisal format as their promotion is based on a

seniority basis which is conducted by the Department of Higher Education from time to time. However, to make the non-teaching staff aware of different advancements made in the official matters, they are deputed for various training programmes to enhance their potentiality.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Financial audit of the accounts is an important process and is strictly followed by the college. Women's College being a Government Institution possesses no liberty to conduct any internal and external audits. The office of the Principal may seek audit as and when required with permission from the Director of Higher Education. The gamut of the audit work includes all financial transactions, purchases, and procurement in keeping with the financial rules of the government. Allowances like HRA, medical, travel, etc. are also subjected to audit clearance. There also is a provision of a special audit like any other government department. The Office of the Account General is also invited for audit work as and when decided by the Department and Government. Such initiatives are normally taken by the Department of Higher Education in collaboration with the Finance Department, Government of Tripura. The college maintains its cash books and stock registers as per the guidelines followed in the government offices. 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 are conducted by the Directorate of Audit, Government of Tripura and Accountant General (Audit Office), Tripura, Government of India separately. They verify and confirm all finance-related documents. Report of audit is submitted to higher education department and AG office. In case of query, documents are sent to the college for clarification. All the process in the college is strictly monitored by the Principal and DDO. The copies of the audit are also preserved in the college for records.

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)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

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:

When the availability of funds is essential for any organization, the mobilization of funds is even more important for the overall development of any organization. Women's College is under the Government of Tripura, so the funds to be utilized are primarily allotted through the Department of Higher Education, Government of Tripura. Funds to be allotted for the institution go through the exercise of forming an annual budget as per requirement. The same is being discussed with the chief Accounts Officer / Financial Advisor for the allotment of funds under different heads under the Finance Department. The optimum end-use of the funds is made as per the rules and regulations and is subjected to audit by the government.

The Principal and the Drawing and Disbursing Officer (DDO) of the college monitor the use of the resources received from the government through discussion with the Development Committee and Purchase committee. The Government fund, RUSA fund, and UGC fund are looked after by the Drawing and Disbursing Officer in collaboration with RUSA coordinator, UGC coordinator, Purchase committee, and Development committee. The allocated funds are utilized to purchase equipment, chemicals, organize seminars, workshops and conferences, etc. The Principal makes recommendations for better handling of resources and effective mobilization of available funds for the betterment of the students, teaching and non- teaching staffs. Planning and Development Committee meticulously looks after the requirements of various departments minutely and then goes for purchasing the things through the Purchase Committee. The Purchase Committee follows all the formalities for the utilization of the fund. Quotations are sought and then following the required formalities, for utilization of funds, steps are taken.

Within the institution, funds are mobilized out of a specific percentage of the fee collected from the students which go under the head development fund. These funds are grouped under the heading non-governmental fund. These funds are utilized for the benefit of students and for meeting other minor expenses of the college. Some fund is also invested on the purchase of books and apparatus, sports and games, Fresher's welcome, other cultural programmes, and national events.

For effective teaching and learning process, it is very important that the environment and campus of the institution should be clean and alluring. For maintaining the college gardens and upgrading the facilities provided to the college there is a fund for electricity, water, and internet website and telephone bills. To upgrade the students, professors, and employees various programs like seminars, invited talks are organized for which fund is provided by the college. Some percentage of funds is also kept for miscellaneous expenses.

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:

Women's College possesses a rich culture of institutional functioning through participation among all stakeholders especially faculty, students and the non-teaching staff. The IQAC plays an important role in ensuring quality of the functioning of administrative and academic units of the college. In order to make the students aware of the current and futuristic challenges and opportunities, the teaching faculty is encouraged and motivated to develop a scientific temper so as to propagate a research culture amongst the students. In order to enhance the quality of the institution in all spheres, various quality assurance strategies are initiated by the Internal Quality Assurance Cell (IQAC) of Women's College, Agartala which are as follows:

1. All the faculty members are encouraged to participate in Orientation, refresher courses, Workshops, Seminars, and conferences related to the teaching-learning process and research and are encouraged to use audio-visual teaching aids, charts, models, etc. for effective teaching-learning processes.

2. The college also provides a platform to the students to participate in Intra- College and Inter–College level debates, competitions, seminars, etc. Student Activity Cell of IQAC helps in setting up a connection between the students and the college and ensures their participation in all the activities of the college. Students' Activity Cell in collaboration with Students' Activity Cell organized a number of National webinars on Career Advancement and Personality Development in the recent past.

3. With the initiative of IQAC, "OORJA" (A Skill club) is set up which acts as a wing of the college to create opportunities, space, and scope for the development of the talents of our students. The convenor along with other active members of the club plans for various activities time to time to enhance the different skills of students as a continuous effort. Oorja arranges hands-on training, workshops, or similar activities involving internal or external resource persons.

4. IQAC organizes a workshop on E-learning tools to enable teachers to intersperse technology in curriculum to make the art of classroom pedagogy more relevant and interesting for students.

File Description	Document
Paste link for additional information	[View Document](#)

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:

It has been one of the primary concerns of IQAC to adopt practices, which will provide quality education to the students through an effective and meaningful teaching-learning process. This plays an instrumental role in enhancing the quality of the academic and co-curricular endeavours of the College in keeping with its vision and mission. The institution reviews its teaching-learning process, structure, and methodologies of operations and learning outcomes at periodic intervals and tries to include the recommendations by the NAAC peer team during their visit. Some of the activities of IQAC in this regard are:

1. Conducting Academic Audits annually wherein departments are made to do an analysis of their performance based on results, effective curriculum implementation and use of ICT-related pedagogical methodologies. Based on the audit, the IQAC gives constructive feedback to the Departments suggesting measures for internal quality enhancement. It makes recommendations for the Departments to do self-evaluation and to set higher goals to meet new challenges.

2. Feedback from parents, alumni, students regarding infrastructure, faculty, teaching-learning process, and evaluation: The feedback significantly shows the actual quality of the teaching-learning process, the shortcomings of the infrastructure. The whole process of feedback is being operated through IQAC.

3. Teacher's Diary: With the initiative of IQAC all teachers have started maintaining Teacher's Diary to record their daily class activities and syllabus completion. The syllabus distribution, awareness among students and faculties regarding the POs and COs of each course are initiated by IQAC.

4. The strengthening of the ALUMNI association is always a priority for IQAC and its activities are improving day by day with the initiatives taken by the able members.

File Description	Document
Paste link for additional information	[View Document](#)

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 intitiatives 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
Institutional data in prescribed format(Data template)	[View Document](#)
Paste web link of Annual reports of Institution	[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:

Women's College has a strong ethical work culture that is based on inclusivity. Equal opportunities are provided to all individuals irrespective of race, caste, colour, creed, language, religion or political or other opinion, national or social origin, property, birth or other states. In this regard Women's College has been consistently organizing seminars, workshops and awareness programs on gender discrimination and women's security. Online invited lectures on Gender equity and State level speech competition on Gender equity were organised in June 2020.

• It has been spearheading gender-related reforms for the students of the college by encouraging them to think independently and adopt fresh perspectives vis-à-vis their gender role and expectations.

Safety and security

* Security checkpoints at the campus entries and exit

* A functional Internal Complaints Committee (formerly, Prevention of Sexual Harassment Cell) is in place to address sexual-harassment related problems faced by students.

• Other Grievance Redressal mechanisms for the safety of our students such as Grievance Redressal Cell, Anti-Ragging Cell and Discipline Sub-committee are also there.

* Awareness campaigns on women safety and Gender sensitivity through street plays, rallies and camps by NSS and NCC students' volunteers

* Hostel for women with dedicated superintendent

* Separate washrooms for students and faculty

* Mentoring classes for all the students under the supervisions of teachers has been initiated since 2019-20.

Counseling

* Formal and informal avenues for counseling the students and staff for academic and other issues and problems. The following programmes on gender sensitization were carried out by the Women's College:

* Online invited lecture and state level speech competition on "Gender Equity" was organized from 29-04-2020 to 30-04-2020.

Common rooms

* The College has a Common room equipped with various kinds of indoor games such as Table Tennis, Carom, Chess in the 1st floor of old academic building.

Other measures

* Women's College has been successful in caring for its diverse students and staff population harmoniously in its efforts to steadily achieve its vision and mission. Automatic vending machines for sanitary napkins have been installed.

- **Annual gender sensitization action plan**

Women's empowerment and gender equality are one of the primary concerns at Women's College. We practice to bring a positive change in the attitude and support equity among genders within the institute and in our outreach.

Annual gender sensitization plan is as follows:

Objective: To promote inclusiveness, tolerance, harmony and women's empowerment among the students and staff.

* Conduct activities like blood donation camp in order to give back to the society, awareness programs on AIDS, ways to deal with Covid-19 pandemic etc.

* Promoting awareness related to cyber crime, health, nutrition, self-defense and entrepreneurship among the students

* Conduct workshops related to gender equity, safety and security in different places and career enhancement for students.

* Provide professional counseling to the students.

* Guidance regarding financial investment for students and staff.

* Conduct workshops that promote diversity and gender-sensitive communication for students and staff alike.

* Mentorship in College is provided where faculty and students can approach in matters of gender related-issues.

* Conducting regular awareness-raising activities among students and staff

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

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: C. 2 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 campus is always kept clean. Students as well as teachers of this college are very much aware about the cleanliness of the college campus. The authority has provided a good number of dustbins, which are being used by the students and teachers to throw the waste materials. Inside the college premises, there are banners like "KEEP THE CAMPUS CLEAN", "USE ME (in dustbin)". Sanitary Napkin vending and burning machines are there in Block C and in Girls' hostel.

*Liquid Waste Management: Liquid waste from toilets, bath rooms, kitchen and laboratories, is connected to the leach pits in the respective buildings and care is taken to see that the waste does not create problems on campus. Recycling of liquid waste is being planned. The College has a proper drainage system and as such there is almost no accumulation of water inside the campus during the rainy season.

- Bio-Medical Waste Management: College does not produce any bio medical waste.

- E-Waste management- In general, periodically we collect the statistics of e-waste from different Departments, Cell and Sections. After that the E-wastes are kept in the store room to be disposed off to the appropriate authority. College has filed return in 2019-20 on E-waste as per Solid waste management rule 2016. 14 quintal of waste were declared.

*Waste Recycling system: We have also planned for "RAIN WATER HARVESTING" using the fund of RUSA 1.0 through which rain water may be collected and re-used for washroom and all other purposes other than drinking.

*Hazardous chemicals and radioactive waste management: Chemicals are purchased in minimum quantity to save expiry and disposal. Usually College does not produce any liquid waste except experimental discard from Chemistry laboratory. A pit has been constructed adjacent to the science building for the disposal of chemical and other wastes.

File Description	Document
Any other relevant information	[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: D.1 of the above

File Description	Document
Any other relevant information	[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: A. Any 4 or All 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 are 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
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[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. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for 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: A. Any 4 or all of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[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:

Ø Visit to Old Age Homes, Orphanages, Special Child School, Awareness programmes on Human Rights, celebration of Women's Day are organized by different departments and NSS Wing of the college every year.

Ø Awareness programmes are organized every year on Noise free campus, Traffic Safety, "Swachh Bharat", HIV/ AIDS, Pollution, Cyber Security, financial schemes, adverse effects of chewing tobacco. A workshop on 'Soft Skills' was arranged for the final year students by Students' Placement Cell in collaboration with ICFAI University, Agartala on 26th Feb, 2020.

Ø International Webinar was organized by Department of English on the topic 'Neither East or West: Vistas of |Postcolonial Discourses' from 7th to 9th August, 2020 **.Prof Raj Kumar** enlightened the audience on the topic **'Postcolonialism and Dalit Literature'** and **Dr. Etienne Rassendren** put insight on the very interesting and recent topic **'Critical Regionalism'.**

Ø **Prof Mashrur Shahid Hossain** delivered a very interesting lecture on **'Both East and West and Also: How One Imperialising Category Conceals Another'** and **Dr. Rita Banerjee** enlightened the virtual gathering with the topic **'Postcolonialism, Subalternity and Mahasweta Devi's Fictions'**. The **Q/A session with Prof Clooney** was focused on the topic 'Bridging **the Gap Between East and West in the Postmodern World'** which was moderated by **Dr. Somali Saha**.

The webinar also had interesting and valuable lectures of **Dr. Pallabi Gupta** on **'Francis Hodson Burnett: The Postcolonial Orphan'**, **Dr. Sujatha Menon** on **'Women as Subaltern: A Peek into The Mythopoeic Narrative'** and **Dr. Debjani Sengupta** on **'Partition's Borders: Memory and Labour in Short Fictions from Assam and Tripura'.**

File Description	Document
Any other relevant information.	[View Document](#)

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:

Women's College offers Indian Constitution and Planning in Sixth semester of the under graduate program as an optional soft study course. This makes the enrolled students aware about the constitutional obligations with reference to values, rights, duties and responsible citizenship. Regular programs concerning the Indian constitution/nation, constitutional rights are conducted. Statehood Day, National Voters' Day is observed every year to give the youth a sense of empowerment, pride and inspire them to exercise their franchise. National days too are observed regularly. Independence Day, a national festival of pride, memory and unity all synthesized in one, is celebrated every year. This celebration is observed with high spirit of patriotism and commitment.

The Republic Day is a festival which signifies independence as well as self rule. It commemorates the great souls who are responsible for the historical Indian Constitution and the moment we gave ourselves the Constitution. The younger generation is briefed on how modern India came into existence through a struggle against the colonial rulers which has earned us freedom to live with self respect. By focusing on the sacrifice of the freedom fighters and their engagement with the future course of action the younger

generation is motivated to serve the nation, to perform their duties as responsible citizens and thereby fulfilling the underlying principles of the Constitution. Unity, as both a lesson and an agenda for every citizen is emphasized. This day the entire staff and students attend the celebration voluntarily.

Various other programs are conducted by the departments to sensitize students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens. An awareness programme cum seminar was organized on 28th March 2019 on "On Different Provisions of Protection of Civil Rights Act, 1955 and Scheduled Castes &Scheduled Tribes Prevention of Atrocities Act, 1989". Even during the pandemic online lectures on Gender Equity, Webinar on 'Value based Education' by the Department of Sociology, awareness program on "Evolution of the Concept of Old Age Homes' by Department of Education, 'Relevance of the philosophy of Vivekananda in the present pandemic situation' by Department of Philosophy, 'Importance of Human Values in Sanskrit Literature' by Department of Sanskrit, Webinar on Intellectual Property Rights conducted by IQAC, 'Human Rights And Student's Life In The Time of COVID – 19 Pandemic' by Department of Political Science were organized to inculcate the moral values among the students and to make them aware of their rights and responsibilities. Eminent Professors from different national and international universities, human rights activists, poets delivered valuable lectures in these online programs. Awareness programs by Commonwealth Women's Parliamentarians regarding Regional Strengthening Activities have been jointly organized by the college on the last week of August and first week of September, 2017. Plogging Run Cum Walk on 2nd October, 2019 was organized at the college level. Department of Education along with some students paid visit to a slum area (Hrishi Colony, Bhati Abhoynagar, Agartala) on 29th November, 2021 to make the students aware about the present condition of our community as after completion of their graduation they may take some responsibilities of the society and may also take some steps for the betterment of the society.

File Description	Document
Any other relevant information	<u>View Document</u>
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>View Document</u>

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	<u>View Document</u>

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

Response:

Besides celebrating national festivals such as Independence Day, Republic Day, several national and international commemorative events are conducted by the college on a regular basis. International commemorative days like Women's Day, Yoga Day, Sports Day, etc too are celebrated as outlined below:

Women's day programs are held during March in the college. International Women's Day is a big event and is celebrated to commemorate the cultural, political, and socioeconomic achievements of women. A seminar/lecture is organized by the college emphasizing women's rights, several issues such as gender equality, reproductive rights, and violence and abuse against women.

The students of the college celebrate Teachers' Day to show their gratitude and respect for their teachers. It is an annual celebration on 5th September, the birth anniversary of Dr. Sarvapalli Radhakrishnan.

The College organizes seminars/invited lectures on the life and works of national icons such as Kavi Guru Rabindra Nath Tagore, Kazi Nazrul Islam, Pandit Iswar Chandra Vidyasagar, Mahatma Gandhi, Babasaheb Ambedkar and many such prominent visionaries. The college also observes Antarjatik Matribhasha Diwas (21st February), Kokborok Day (19th January). A Seminar on life and activities of Mahatma Gandhi was organized by Dept. of History in commemoration of Mahatma Gandhi's 150th birth anniversary in 2018.

National Science Day is celebrated on 28 February each year to mark the discovery of the Raman effect by Indian Physicist Sir C. V. Raman. The celebration includes a scholarly lecture by an eminent scientist/researcher on the latest developments in science and technology and publication of Wall Magazine 'Rainbow'.

World Environment Day and celebration of Earth Day are regular events of the college. The use of plastic is discouraged; there is a ban on cutting trees on campus and on burning solid waste. The college has installed solar energy systems. The college has a practice of minimizing the paper work and uses electronic method for circulation of information / notices etc. International Yoga Day, National Sports Day celebrations are some of the other major events conducted by the college. National Sports Day was celebrated on 29th August 2019 by the Department of Physical Education with good number of participants. An online essay competition on "Life style Changes during Corona Pandemic" was conducted by EBSB, Women's College on March, 2020. An online Quiz competition on International Yoga Day was organized by EBSB, Women's College on 21st June, 2020. During the pandemic, Department of Physical Education in collaboration with NCC & NSS wings of Women's college, Agartala, Tripura celebrated National Sports Day on 29th August 2021 from 10 am onwards to commemorate the birth anniversary of the legendary Hockey player and Olympian, Major Dhyan Chand. A virtual event was organised in online mode using Google Meet in which all the faculty and students took part. The event also marked the presence of a renowned academician, Mrs. Meenakshi Saini, TGT, Physical Education, Kendriya Vidyalaya, Panisagar who was the resource person of the Webinar. She spoke at length about several issues like benefits of sports participation, empowerment of women through sports, creating role models for women in sports, role of media and social media.

File Description	Document
Geotagged photographs of some of the events	[View Document](#)
Annual report of the celebrations and commemorative events for the last five years	[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:

Title of the Practice: Online strategies to continue teaching-learning process during the Corona pandemic

Objectives of the Practice:

1. To devise strategies to implement online teaching–learning using the available resources so as to keep in touch with the students and to continue the teaching-learning practice.

2. Resort to virtual platform to carry out interaction with various stakeholders during the Corona pandemic.

The Context: COVID-19 which is a highly infectious disease caused by SARS-CoV-2 led to lockdown which forced a complete shutdown of educational institutions in the state for few months. So it became a bare necessity to adopt virtual mode of interaction. However, after the lockdown period, following the SOP guidelines issued by the Government of Tripura from time to time classes and various other programmes were conducted in a staggered manner. Blended mode of classes was conducted for various semesters.

The Practice:

The entire education process came to a standstill not only in India but across the globe during the lockdown period due to the outbreak of Corona virus (COVID-19) pandemic. Women's College, Agartala was not an exception which continued to devise strategies to implement online teaching–learning using the available resources so as to keep in touch with the students and to continue the teaching-learning practice. Virtual platform became an effective measure to carry out interaction with various stakeholders during the Corona pandemic. After the lockdown period, offline classes, various meetings and programs were conducted in a staggered manner following the SOP guidelines issued by the Government of Tripura.

Measures adopted to continue the teaching-learning practice and to carry out interaction with various stakeholders during the Corona pandemic:

i) All the faculty members were either self trained through video tutorials or trained by hands on workshop conducted by IQAC itself so as to take up online teaching –learning process using various virtual platforms in an effective way.
ii) Initially, existing Whatsapp groups were used as the platform to bring all the students under one umbrella. Later on other virtual platforms such as ZOOM, Cisco Webex, Google Meet, Skype, Upgrad were adopted to continue the interactive teaching learning process time to time. etc.
iii) Webinars, seminars, debate and speech competitions were organized successfully both in online and offline mode.
iv) Students participated in poster competition, essay competition etc. in the online as well as offline mode.

v) IQAC has collected feedback from all the stakeholders (students, teachers, alumni, parents) through online mode.
vi) IQAC-student meet was also conducted in virtual platform and offline mode.
vii) Parent –Teacher meeting has also been conducted in the online mode.

Evidence of Success:
i) The Feedback analysis collected from the students by IQAC reflected that the students were quite satisfied with the online classes.
ii) College administration conducted all the meetings with Teachers' Council and other internal committees in online mode during the lockdown period and thereafter offline meetings were conducted maintaining the official guidelines of Covid-19.
iii) IQAC has conducted meetings with the core committee members, alumni association, faculty members as and when required during the pandemic period in virtual platform to continue all IQAC activities during

the lockdown period and thereafter offline meetings were conducted maintaining the official guidelines of Covid-19.

Problems encountered and resources required:
i) Constraint of fund required for organizing events
ii) Need for a robust, high speed internet was felt for smooth conduct of webinars

Best Practice 2:

Title of the practice: Develop an environment of research and welfare of students

Objectives of the Practice:

1. To develop a research environment so that students can see various experiments or surveys and can be motivated in research

2.To motivate the students in pursuing their career and also to create awareness among them regarding health and hygiene, environmental issues and the fast changing world so that they can grow up as healthy and competent women.
3.To meet renowned experts from around the world and listen to their ongoing research activities and findings. To interact with experts from different fields and expand our knowledge on different subjects.

Context:

The college always aspires for overall development. The teachers are very much active in research. In spite of constriction of fund from different funding agencies teachers are active enough to make some publications in various reputed journals, books and local dailies.

Under the context of the competitive and challenging world, the college feels the responsibility to come up with more welfare measures for the students so that they can bloom with all their inner and hidden capabilities.

Women's College is always involved in hosting and organizing seminars, workshops etc. to foster research environment in the college and also to enhance the knowledge of faculties in their respective field of research which will definitely contribute to the dissemination of the updated knowledge to the student community. Even the Corona pandemic did not deter us in continuing with our regular practice of conducting seminars and workshops although we had to switch over to webinars and workshops using online platforms. However, after the lockdown period, following the SOP guidelines issued by the Government of Tripura from time to time, few seminars and other programmes were conducted in offline mode also.

The Practice:

i) Knowledge sharing and interaction among the teachers is a regular activity.

Faculty members engage themselves in library works as and when time permits. Many experiments are done in presence of students.

ii) Faculty members take active initiative to organize various seminars / webinars / workshops.

iii) Organizing invited talks, workshops, lectures; awareness programs have become regular activities of the college. Faculties, NCC and NSS Units, have taken proper initiatives in organizing such programs.
iv) Faculties of different departments attend refresher courses/FDPs/workshops/webinars to update their knowledge.
v) During Corona pandemic virtual platforms were used to conduct webinars.
Evidence of success:

I. Faculty members of the college are actively involved in publication of their research papers in UGC listed and peer-reviewed journals.

II. Faculty members in association with other organizations arranged a number of programs:

Workshop on 'Machine Translation', lecture on 'Cyber Laws- Recent Issues in India',

 one -day training programme on 'Yoga and Mental Health', seminar on 'Women's Health and Hygiene', lecture on 'Science and Technology for a Sustainable Future' are a few among the many programs organized by the college.

In the NSS Special Camp arranged in the college students were trained with the following skills:

i) Use of technology

ii) Basic Computer Skill

ii) Craftwork

iv) Career Counselling

v)Self-Defence techniques

6. Deworming Day is observed in the college every year. Deworming medicines are distributed among the students.

7. All individual departments arranged invited talks on relevant issues in the college at regular intervals. Several departments unveiled wall magazines through which students were able to exhibit their talents. Students of Education Department organised an exhibition with their handmade craftworks.

8. Students attended a Skill Development Programme on 20th March, 2018 at SIPARD, workshop on Soft skill in 2021 and 2022.

III. Good number of webinars/workshops/invited talks through online mode was organized after the

outbreak of Covid-19(see 7.1.9). The faculty members actively participated in online FDP/workshops/webinars to update themselves and to continue the exchange of knowledge during the period of lockdown**.**

Problems encountered and resources required:
i) Constraint of fund required for organizing events
ii) Need for a robust, high speed internet was felt for smooth conduct of webinars.

File Description	Document
Best practices in the Institutional web site	View Document

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:

The Vision of the Institute focuses on four aspects essentially: Global Standards, quality and value-based Education, Interdisciplinary Research, and Personality Development of the students. The Institute has established its distinctive approach towards this comprehensive Vision. All the faculty members are encouraged and kept updated for applying in research grant
projects. The students participate in the state and national level competition and the best ideas are rewarded. In last semester of the degree programme, the students are guided to work on innovative project ideas. In keeping with the institution's vision of imparting quality education with values in a holistic way for one and all, Women's College has always given priority to the all-round development of women to empower them. Accordingly, the institution stresses on outreach programmes and inculcates in its students an awareness of the value of holistic education and empathy for the less privileged sections of society. The NSS Unit of Women's College organizes regular outreach programmes for the student community. The institution also aims at imparting complete education to girl students possessing depth of knowledge not only in their respective disciplines but in all the kindred areas so that they can achieve relentless strength to cope up with the challenges of the society. Accordingly, the institution gives priority in organizing various educational and awareness programmes to make its students more laborious, self-reliant, skilled and enthusiastic to accomplish their task confidently and to face the challenges of
the fast changing world gallantly. The Students' Placement Cell of the college organizes career counseling programs both through online and offline mode. Such programs expose our students to the various career opportunities and hands on training in soft skill development.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

The aim of our college has always been the development of a complete woman. Today there is hardly any area where women have not excelled. Being the only Women's College in the entire state, the main goals and objectives of our College is to achieve and maintain excellence in student performance with respect to grades, discipline, placement, extra-curricular activities and social work. Besides this our aim is also to:

- Provide value based education.
- Mould the character of the younger generation.
- Have such a system of education which will facilitate the overall development of the personality of the students.
- To inculcate ethical and moral values in the students and encourage them to become integrated honest citizens capable of handling their careers and lives effectively.

Concluding Remarks :

Women's College aims at the development of each student and focuses on a comprehensive and balanced education. The College strives to inculcate ethical and moral values in the students and encourages them to become integrated, honest and responsible citizens. All the activities performed by the college is focussed towards the following goals:

- To become a college of excellence and earn a reputation not only in the state but in the national level too.
- To constantly strive towards modernization and excellence in infrastructure activities.
- To maintain excellence in student performance.
- To consistently achieve a high level of quality of the faculty in :-
    - Educational qualification.
    - Teaching competence.
    - Research output.
    - Innovation.
    - Leadership.
    - Excellence in administration.
    - Mentoring.