



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		MATHABHANGA COLLEGE
Name of the head of the Institution		Rebati Mohan Roy
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919434307202
Mobile no.		9474963981
Registered Email		mtbcollege1969@gmail.com
Alternate Email		mtbcnaac2021@gmail.com
Address		Vill & P.O- Pachagarh, P.S-Mathabhanga, Dist- Coochbehar
City/Town		Coochbehar
State/UT		West Bengal
Pincode		736146

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Gurucharan Das
Phone no/Alternate Phone no.	+919475833610
Mobile no.	8918662770
Registered Email	iqac.mtbc@gmail.com
Alternate Email	mtbcollege1969@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mtbcollge.ac.in/aqar.html
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mtbcollge.ac.in/academic-calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C+	2.48	2007	10-Feb-2007	09-Feb-2012

6. Date of Establishment of IQAC	19-Mar-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC raised the issue and	19-Jul-2016	4500

the governing body assure us to appoint guest teachers in coming sessions for different department	1	
Virtual classrooms have been created and also used for organizing special lectures and for classes of different departments	25-Aug-2017 1	4500
Library management system software has been purchased for digital cataloging	25-Aug-2016 1	4500
Garbage bin have been placed in different places and NSS and NCC units have cleaned the campus	25-Aug-2016 1	4500
IQAC took initiatives to prepare accordingly for the successful implementation of CBCS curriculum in our college	02-Jun-2017 1	4500
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Kartik Das, Dept. of Political Science Mathabhanga College	12 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2016 365	45000
Dr. Amit Kundu, Dept. of Economics, Mathabhanga College	11 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2016 365	80000
Dr. Kartik Das, Dept. of Political Science Mathabhanga College	12 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2016 365	42116
Dr. Amit Kundu, Dept. of Economics, Mathabhanga	11 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2016 365	20498

College				
Dr. Amit Kundu, Dept. of Economics, Mathabhanga College	11 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2017 365	30267
Mathabhanga College	Grant for toilet construction for Mathabhanga College	M.P Fund	2016 365	600000
Mathabhanga College	Grant for online admission for Mathabhanga College	Higher Education Dept.. , Govt. of West Bengal	2016 365	50000
Mathabhanga College	Grant for purchase of furniture, book, lab equipment for Mathabhanga College	Higher Education Dept.. , Govt. of West Bengal.	2016 365	300000
Mathabhanga College	Grant for virtual classroom for Mathabhanga College	Higher Education Dept.. , Govt. of West Bengal	2016 365	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
For the betterment of Teaching Learning process IQAC proposed for the creation of	

Virtual classrooms and a committee formed for this purpose. Virtual Classroom has been created

To ease the process of Library handling IQAC proposed to digitalization of Library. Offline Library management system software has been purchased for digital cataloging

For better solid waste management system IQAC gave some proposal and the College Authority placed Garbage bin placed in different places

IQAC raised the issue of shortage of teaching staff and the governing body appointed 10 guest teachers during the session 201617

IQAC raised the issue of problem of drinking water in Library and an aquaguard have been installed in the library

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

Plan of Action	Achievements/Outcomes
To address the problem of shortages of teaching staff	IQAC raised the issue and the governing body assure us to appoint guest teachers in coming sessions for different department
To solve the problem of purified drinking water in the library	An aquaguard have been installed in the library
To keep the campus clean with a proper waste management system	Garbage bin have been placed in different places and NSS and NCC units have cleaned the campus
To construct a virtual classroom	Virtual classrooms have been created and also used for organizing special lectures and for classes of different departments.
To start the process of digitisation of library	Library management system software has been purchased for digital cataloging

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Teachers Council	25-Nov-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	14-Apr-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	1. Online admission management systems (https://mathabhangacollegeadmission.org/index.php) 2. Offline library management systems 3. Students management systems (https://promotion.mathabhangacollegeadmission.org/) 4. Account related bill tracking systems by adni infotech

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Mathabhanga College is affiliated to the Coochbehar Panchanan Barma University, Coochbehar, and it follows the University prescribed curriculum. Different steps which are followed by the institution to ensure effective curriculum delivery through a well planned and documentation process are as follows: The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of the academic year by IQAC, specifying available dates for significant activities to ensure proper teaching-learning process and continuous evaluation and it is displayed in the College Website. Meeting is held in each department at the end of the academic year to discuss the course distribution for the next academic session. Based on the expertise of individual faculties, the syllabus is allotted to them by the Head of the Department. Every department prepares a teaching plan, allotting term-wise topics to be taught. Syllabus of each subject for the academic session is provided to the students. Some faculties maintain a personal diary for effective academic planning, implementation and review of the curriculum. Theory & Practical classes are held according to the Time-Table which is prepared prior to the commencement of the academic year by the Routine Committee and is published in College website. Conventional classroom teaching is blended with reasonable use of ICT to make the teaching-learning process more learner-centric. YouTube assisted learning; experiential learning, participative learning & Problem-Solving method are also used for effective curriculum delivery. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, Tutorials, Use of Proctors, seminar presentation by the students, projects, group assignments, educational tours, and industrial visits for effective delivery of curriculum, which are done in a planned manner. Records are maintained by each department and information is provided to IQAC for documentation. The College Central Library provides teachers with necessary learning resources for effective delivery of

curriculum. Library related information are well maintained and are provided to IQAC for documentation. All Internal Examinations like annual test, are conducted to check whether the students have acquired knowledge as outlined in the objectives of the curriculum. All examinations are conducted according to the Academic Calendar. Tutorials are held regularly to monitor the progress of the students. Record of the regular attendance are maintained and preserved by the respective departments. The college encourages faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

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

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

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes

Alumni	Yes
Parents	No

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

Feedback Obtained

1. The Institution has a well defined mechanism of obtaining the feedback for the stakeholders for SWOC analysis. 2. The institute collects the feedback from the stake holders to improve the performance and quality of the institutional provisions. 3. The Internal Quality Assurance Cell collects feedback from the students, teachers, alumni and employers regarding learning processes, curriculum, course outcome, administrative facilities etc. 4. The inputs obtained are further used to improve the overall performance and quality of the institutional provisions. 5. The institute collects the offline feedback from students, teachers, alumni and employers

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	BA HONOURS IN BENGALI	120	Nill	115
BA	BA HONOURS IN ENGLISH	120	Nill	117
BA	BA HONOURS IN ECONOMICS	120	Nill	3
BA	BA HONOURS IN SANSKRIT	120	Nill	115
BA	BA HONOURS IN PHILOSOPHY	120	Nill	118
BSc	BSC HONOURS IN MATHEMATICS	40	Nill	31
BSc	BSC HONOURS IN PHYSICS	25	Nill	23
BSc	BSC HONOURS IN CHEMISTRY	25	Nill	18
BA	BA PROGRAMME	2000	Nill	1985
BCom	BCom HONOURS IN ACCOUNTANCY	120	Nill	4

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2.2 – Catering to Student Diversity

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

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

2016	2792	0	46	0	46
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2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
46	22	6	2	1	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Students mentoring systems is available in our college. Departmental teachers search out the students who are lagging behind for different reasons like personal, financial, social and academic. After identifying the students the concerned teacher meet with them and listen carefully their problem and take necessary measures. Students are motivated to strive for higher goals. They are provided with additional inputs for better career planning and growth like: 1. Different departments organize student seminars, group discussions, quizzes to develop analytical and problem solving abilities in them and thereby, to improve their presentation skills. 2. Encouraging them with extra care to obtain University ranks. 3. Motivation to appear for competitive exams is given and with that purpose in mind the college library is also well equipped with books related to General Knowledge, Computer facility with internet connection for fast and precise access of information for independent learning

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
8044	46	1:175

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
31	29	2	8	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. Amit Kundu	Assistant Professor	Department of Economics, Shri Mata Vaishno Devi University, Katra, Jammu and Kashmir

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end

				examination
BA	HONOURS	Part 1 and Part 2	13/04/2017	24/08/2017
BCom	HONOURS	Part 1 and Part 2	11/05/2017	24/08/2017
BSc	HONOURS	Part 1 and Part 2	15/07/2017	24/08/2017
BA	PROGRAMME	Part 1 and Part 2	17/06/2017	24/08/2017
BCom	PROGRAMME	Part 1 and Part 2	17/06/2017	24/08/2017
BSc	PROGRAMME	Part 1 and Part 2	15/07/2017	24/08/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute believes firmly in continuous evaluation of the students for their sustained performance. As the institution is affiliated to Coochbehar Panchannan Barma University, CoochBehar, evaluation pattern given by the university is followed. In 2016-17 affiliated university was not adopted CBCS system so continuous evaluation system was not adopted directly during this year. However Mathabhanga College carried out Test examination well ahead of the final University examination so that the students can prepare well ahead of the final examination. Test examination results are well conveyed to the students. Parents were informed by the college authority, if any students achieved anything below their expectation.

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

Institution prepared a Calendar as per the scheduled prescribed by the Coochbehar Panchanan Barma University (Affiliating University) for implementation of Curriculum and participation in Extracurricular and co-curricular Activities. As per university rules and regulation academic activity run in college throughout the year. At the beginning of session institution prepared an academic calendar to organize the curricular and extracurricular activities in the institution. In academic calendar institute adhered to available working days, short and long Holidays, National Public holidays, Admission process, Semester wise Teaching Plans, Tentative University Examination days of semester, allocation of Internal assessment work, Celebration of various Birth and Death Anniversary, sampling plantation etc. and special days. Besides this institute arrange some curricular and co-curricular actives casually as per the guidelines suggested by the State Government of West Bengal time to time. Institute tries to run all the activities as per the academic calendar but some time due to circumstances some events scheduled gets change. Academic calendar link:
<http://www.mtbcollege.ac.in/academic-calendar.html>

2.6 – Student Performance and Learning Outcomes

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

<https://www.mtbcollege.ac.in/criteria-2-6-1-2016-17-programme-outcome.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NIL	BA	HONOURS	393	297	75
NIL	BA	GEN	1308	749	57
NIL	BSc	HONOURS	45	39	86
NIL	BSc	GEN	32	16	50
NIL	BCom	HONOURS	5	1	20
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2.7 – Student Satisfaction Survey

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

<https://www.mtbcollege.ac.in/2-7-1-sss-analysis.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	365	Indian Council of Social Science Research(UGC)	6	0.45
Minor Projects	365	Indian Council of Social Science Research(UGC)	Nil	0.42
Minor Projects	365	Indian Council of Social Science Research(UGC)	Nil	0.8
Minor Projects	365	Indian Council of Social Science Research(UGC)	Nil	0.4
Minor Projects	365	Indian Council of Social Science Research(UGC)	Nil	0.5
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
"Econometric Enquiry Using Panel Vector Autoregressive Model on the Relation Between Government Consumption and GDP in some selected countries" in the 3rd International Conference on 'Sustainable Economic Development: Paths and Obstacles'	Dr. Amit Kundu	Department of Economics, Shri Mata Vaishno Devi University, Katra, Jammu and Kashmir.	25/03/2017	Second prize in paper presentation
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	1	0
International	Economics	2	0
International	Physics	1	2.36
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication

Bengali	1
Economics	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Research on Capital Asset Pricing Model Empirical in Indian Market	Amit Kundu	International Journal of Management and Humanities (IJMH)	2016	0	Yes	0
The Effectiveness of Public Spending on Education and Health Care in Brazilian Economy"	Dr. Amit Kundu	"Nile Journal of Business and Economics"	2016	0	Yes	0
Capital Asset Pricing Model and India Stock Market with Autoregressive Integrated Moving Average Model"	Dr. Amit Kundu	Delhi Business Review	2016	0	Yes	0
Synthesis and defferent optical prperties of GdO doped Sodium zinc telllurite glasses	Dr. Dibakar Dutta	Physica B:Condensed matter	2017	30	Yes	30

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Research on Capital Asset Pricing Model Empirical in Indian Market	Amit Kundu	International Journal of Management and Humanities (IJMH)	2016	4	0	YES
The Effectiveness of Public Spending on Education and Health Care in Brazilian Economy"	Dr. Amit Kundu	Nile Journal of Business and Economics"	2016	4	0	YES
Capital Asset Pricing Model and India Stock Market with Autorgressive Integrated Moving Average Model"	Dr. Amit Kundu	Delhi Business Review	2016	4	0	YES
Synthesis and defferent optical prperties of GdO doped Sodium zinc telllurite glasses	Dr. Dibakar Dutta	Physica B:Condensed matter	2017	0	30	YES

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	7	1	Nil

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Special Winter Camp	NSS unit of Mathabhanga College in collaboration with the villager of Angarkota Paradubi	5	50

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	Nil	Nil	Nil

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Safai avijan	NSS unit of Mathabhanga College	Swachh Bharat	1	50

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3.5 – Collaborations

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

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

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

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

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

Total	37	1	1	9	1	2	0	50	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	2.3	0	3.7

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

<p>Procedures and policies for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers and classrooms etc: Mathabhanga College (Coochbehar) has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports facilities, computers, classrooms etc. For maintenances of library infrastructure and facilities, the library committee and administration have been given the responsibility to purchase, procure books and other materials, as per the recommendations received from the departments of the colleges. The laboratory equipments and the necessary chemicals are purchased by the office of the principal and purchase committee as per the requirements of the teaching departments of the college. The Science students of the college are taught and trained about the use and maintenance of laboratory items. Sports Committee takes the responsibilities of the maintenances of the sport facilities. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sports committee and the suggestion of the students of the college. The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the departments of the colleges and the administrative office of the college. IT facilities are maintained by computer skilled personnel of the college and they also take the responsibilities of periodic up-gradations of the IT resources. The IT facilities are taken stock of by the administrations and they are modified or changed whenever necessary. There is a Computer management and IT maintenance cell in the college which looks after the maintenance of the computers and facilities. Few part-time employees are also entrusted with use and maintenance of these facilities. The maintenance of classrooms is a regular exercise. The cleanliness of classrooms is ensured by a group of Part-time workers and sweepers. After the admission process in every semester it is ensured that all the classrooms have adequate desks, benches. Student support and welfare: In the college campus, there is a good environment for the benefit and welfare of the students. Various sub committees are in the college to support services, student welfare and to meet their needs. The principal (teacher in charge) is the chairperson of all sub committees.</p> <p style="text-align: center;">https://www.mtbcollege.ac.in/procedures-and-policies.html</p>
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CRITERION V – STUDENT SUPPORT AND PROGRESSION**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student aid fund and free studentship-half fee	780	299710
Financial Support from Other Sources			
a) National	Kanyashree	739	18475000
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NA	Nil	Nil	Nil
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of	Programme	Department	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2017	9	Mathabhanga College	Department of Bengali	Coochbehar Panchanan Barma University	MA in Bengali
2017	3	Mathabhanga College	Department of English	Cooch Behar Panchanan Barma University	MA in English
2017	9	Mathabhanga College	Department of History	Cooch Behar Panchanan Barma University	MA in History
2017	13	Mathabhanga College	Department of Philosophy	Cooch Behar Panchanan Barma University	MA in Philosophy
2017	11	Mathabhanga College	Department of Political Science	Cooch Behar Panchanan Barma University	MA in Political Science
2017	9	Mathabhanga College	Department of Sanskrit	Cooch Behar Panchanan Barma University	MA in Sanskrit
2017	7	Mathabhanga College	Department of Physics	Cooch Behar Panchanan Barma University	MSc in Physics
2017	6	Mathabhanga College	Department of Mathematics	Cooch Behar Panchanan Barma University	MSc in Mathematics
View File					

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

Items	Number of students selected/ qualifying
NET	3
View File	

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

Activity	Level	Number of Participants
----------	-------	------------------------

Coochbehar Panchanan Barma University inter college sport meet	inter college sport meet	250
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	2nd in Javelin (Men)	National	1	Nil	Nil	Bibek Laskar
2017	2nd in Shot Put (Men)	National	1	Nil	Nil	Bibek Laskar
View File						

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

Usually the student union general secretary become ex-officio member of the governing body and other academic and administrative committees like academic committee, student welfare committee etc. However, during the session 2016-17 no student election was held in West Bengal. Hence there was no elected general secretary of the student union and as a result the post was vacant in the respective bodies. However, during the Year 2016-17 the college organized Annual Sports, Fresher's Welcome Program, Annual Cultural Programme, Swarswati Puja, Teachers Day and other student's welfare programme in collaboration with the nominated representatives of students.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

MATHABHABHANGA COLLEGE ALUMNI ASSOCIATION(MCAA) Founded on 22.02.04 Registered under the West Bengal Society Registration Act, 1961. Registration S/IL No. 46441, dated 20.07.07. The objects for which the association is established are: To provide a balanced and objective coverage of issues pertaining to academic affairs of the college, to provide a means of staying in touch with the alma mater as well as with one another, to provide a route for fostering mutually beneficial and enduring relationship between the college's past with its future, to provide a forum for open exchange of relevant ideas. To encourage its members for taking part in indoor and outdoor games and cultural programs, to promote and encourage the creation and preservation of such an atmosphere as may be conducive to the interest of the common people as well as to the members of the Association and those connected with them, to raise funds carrying out the object of the association, to do all other things which may be ancillary or conducive to the attainment of the aforesaid objects or any of them, to express opinion and views in all other matters as may be found necessary or expedient, to fall in and confederate with all other associations of the state in cases of emergency to uphold common causes, to render help for financial, physical, intellectual, philanthropic and charitable cause involving people at large. To do all other things as may be considered expedient. Membership: Admission: Any student graduated from this institution may be a

member of this Association and Office bearers of the Governing Body of the Association shall be the first members of the Association. Any student who have graduated from this institution may be a member of this Association and life time membership fee will be Rs.50/- or as may be settled by the Executive Committee. Types of members: Honorary Members: any person, whose connection with the Society is deemed to be useful, with the consent of such person, neither is eligible to be a member of the Governing Body nor shall be entitled to vote at any meeting. Ordinary members: Any person who is qualified to be a member and pays prescribed ordinary membership fee may be admitted as an ordinary member of the Society. Cessation of Membership : Any member shall cease to be a member on the acceptance of his resignation of membership, on his becoming insane, on his conviction of any offence in connection with the formation, promotion, management or conduct of affairs of society or a body corporate or of any offence involving moral turpitude. Register of members: The Association shall maintain a register of members containing the names, addresses and their occupations, the date of admission and of cessation of membership. The register will be kept open for inspection of the members of the Society, or requisition. All entries required to be made therein shall be entered within a period of 15 days.

5.4.2 – No. of enrolled Alumni:

34

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institutions always believe in the practices of decentralisation and participative management. Practice of Decentralisation reflects the policy decision making, planning and administration, and office management. The Institutions enhance this quality at various levels Principal, Governing Body Teachers' Council, College Development Committee, IQAC NAAC Committee, Administrative and Non-teaching Staff, NCC, NSS, Various other Committees. All the stakeholders are involved in the decentralisation and participative management and works together for efficient functioning of the Institution

GOVERNING BODY: a) It acts as an advisory body to the Principal of the college. b) The committee provides suggestions/ recommendations regarding the development of the college. c) It also provides recommendations with regard to academic functioning of the institution. **COLLEGE ADMISSION COMMITTEE:** a) The committee conducts all the admission related activities within the college. b) All the admission related activities ,allocation of subject streams, verification of admission forms, publication of merit list and issuance of fee receipts are conducted by the committee. **SPORTS COMMITTEE:** a) All the sports related activities within the college are conducted under the ambit of the committee. b) The committee devises detailed calendar of sports activities to be carried out during a particular session. c) The committee recommends development of all sports related infrastructure within the college. **GENERAL PURCHASE COMMITTEE:** a) All the purchasing activities are carried out by the committee. b) The material requirements for different departments and other infrastructural requirements are purchased by this committee. c) The committee

invites tenders, scrutinises them, prepares comparative statements and then recommends purchase. EXAMINATION COMMITTEE: a) The committee is responsible for the smooth conduct of various examinations in the college. b) The committee assigns supervisory and other monitoring duties to the faculty members of the college. c) The committee is responsible for the conduct of internal examination and other department related practical examination. d) The committee also allocates answer scripts to different faculty members for their evaluation and preparation of evaluation. CULTURAL COMMITTEE: a) The committee conducts cultural and literary activities in the college. b) Activities pertaining to culture, art and music are conducted under the ambit of this committee. UGC AFFAIRS MANAGEMENT COMMITTEE: a) The committee looks after the schemes and programmes sponsored by UGC, under RUSA. b) The introduction of new courses by UGC, MHRD or RUSA and their management, funding affairs etc is managed by this committee. DISCIPLINE/ANTI-RAGGING AND GRIEVANCE REDRESSAL COMMITTEE: a) The committee is responsible for the maintenance of discipline and general order within the campus. b) The committee also looks after the complaints/grievances of students with regard to ragging and other issues. d) The different types of grievances from students with regard to academics and other issues are also monitored by the committee. IQAC AND NAAC STEERING COMMITTEE: a) The committee is responsible for the maintenance of internal quality standards of the institution with regard to academics and infrastructure. b) The committee suggests ways and means in order to achieve academic excellence by optimal utilization of present infrastructural resources. c) The committee is responsible for the preparation

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement
Teaching and Learning	To make learning more effective our university thinking about adopting choice-based credit and grading system of examinations from next season onwards. Now we have 111 system. We ensure a perfect blend of classroom teaching ICT enabled teaching so that the students are motivated all the times. We ensure state of the art lab facilities, Computational facilities, Library also competent faculty.
Examination and Evaluation	We follow the examination guidelines given by the university. The progress of the students was evaluated through Test examination. The University provides us with various heads of evaluation such as assignments, practical etc. These heads of exams and evaluation enables formative assessment
Research and Development	As far as the research is concerned

there is very less scope because we have only UG courses in the college and no Ph.D. programmes courses in the college. Still the faculty is very much aware and actively involved in the research work. The college is already having more than 10 PhD degree holders as faculty and some are pursuing their PhDs. The college motivates the faculty and maintains and promotes the research environment. Our faculty has published several papers and few books from reputed publishing houses

Library, ICT and Physical Infrastructure / Instrumentation

The Institute has library space in with adequate seating capacity. Library is regularly updated and upgraded by adding new Text books, reference books, Research journals, magazines, news papers. We have 2 ICT enabled classrooms. We have 10.78 acres of land 4514 sq. mt built up area which is in excess of norms as per AICTE. We Have 1 seminar halls with 200 seats. The campus has computers all LAN connected. The labs are state of the art with all modern equipment's.

Human Resource Management

The college authority for smooth running of all the activities takes care for optimum and efficient use of existing human resources. The day to day activity of teachers and nonteaching staff looked after by the Teacher in Charge. The teachers are encouraged to take part in different faculty development programme. The Teacher in Charge periodically takes special sessions to inform and guide the teachers and non teaching staff related to admission, examination, teaching and learning, seminar and different outreach programs.

Industry Interaction / Collaboration

No Such Collaboration

Admission of Students

The College ensures publicity and transparency in admission process by the various ways. The Admission Committee consists of Teacher in Charge, Teachers from various department departments, Teachers Council Secretary. Each candidate has full access to information related to the admission process. The college website (<http://www.mtbcollege.ac.in/>) lists the courses offered, eligibility criterion, admission process, admission schedule, fee structure of each course, status of seats, important

notifications as well as the process for admission on the basis of sports and extra-curricular activity. The entire process of admission is through online

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

E-governance area	Details
<p>Planning and Development</p>	<p>1. To use ICT in the process of planning college-events and activities, institute uses personal e-mails. Important notices and reports are also circulated via e-mails. 2. E-governance is the integration of Information and Communication Technology in all the working processes of the system. It aims to minimize the manual efforts and improve the communication, create transparent system, and to be cost and time effective. To facilitate the same college is using Techno DG group develop software with Student, Examination, Finance Account, Employee, Library Modules. The details of software vendor are as follows:- Name of the Vendor: - Techno Developer Groups (https://www.technodg.com/) Contact Details: - info@technodg.com</p>
<p>Administration</p>	<p>Administration: 1. The college authorities can monitor all the college activities through CCTV using Hikvision Technologies 2. The Teacher in Charge communicates with the Governing body members as well the teaching and non teaching staff via E-mail 3. All important administrative information including notices is regularly published in the website 4. Office staff, teaching staff can access internet during office hours 5. To achieve the paperless IQAC, committee members of it started using Google facilities like: Google Docs: To prepare notice and resolution 6. What's app group help to provide the brief notice of any event to be happened in the college 7. Online Library Management system develops by Techno Group used by Library to access the book content of Library.</p>
<p>Finance and Accounts</p>	<p>1. Entire salary payment permanent teaching and non-teaching employee are governed through IFMS module of Government of West Bengal. Further to that UGC sanctioned funds are spent through PMFS module of Government of India. 2. The purchases are executed</p>

	through online tender published in the Tender section of our website. 3. Student related payment are done via https://promotion.mathabhangacollegeadmission.org/ develop by Techno DG group
Student Admission and Support	1. Student admission for the year 2016-2017 is fully implemented online. Mathabhanganga College Online Admission System software is developed so as to fulfill the need of Student admission and Support. Mathabhanganga College Online Software is used for online admission process, the software is also used for student support like issuing Admission Forms , Issue of I-Cards and Challan.
Examination	Examination related information like notice, routine regularly published by CBPBU website circulated to the students of Mathabhanganga College by What's App group of all the departments, and also published in college website 2. Excel and Word is used to generate various reports like 1. To generate seat numbers, Hall-Ticket, F.Y results, 2. To generate class wise roll call list for all classes, student fees Records. 3. Print the exam seat number wise List. 4. Seating Arrangement for University Exams

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	NA	Nil	Nil	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Programme	3	01/06/2017	28/06/2017	28
Orientation Programme	1	21/02/2017	20/03/2017	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	21	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EMPLOYEES CREDIT COOPERATIVE CREDIT SOCIETY LTD. COVERING PERMANENT TEACHERS. (Loan Facilities), Teaching Staff can avail interest free festival advance up-to Rs 30000 repayable in 10 months, Teaching also benefited by all the facilities given by West Bengal Government	EMPLOYEES CREDIT COOPERATIVE CREDIT SOCIETY LTD. COVERING PERMANENT TEACHERS. (Loan Facilities), Non-Teaching Staff can avail interest free festival advance up-to Rs 25000 repayable in 10 months, Teaching also benefited by all the facilities given by West Bengal Government	Half and Full free fees for meritorious students as well as students enjoy all the fellowship avail by the state and central Government

6.4 – Financial Management and Resource Mobilization

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

The institution does not have any mechanism for internal financial audit. All the purchase are done after meeting of the purchase committee and the financial payments are passed either through finance subcommittee or through the direct joint control of Bursar, Teacher in Charge and approval by the Governing Body. Overall financial statement of the college is audited by the external auditor appointed by the Director of Public Instruction, Government of West Bengal

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	Nil	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	Yes	AUDITOR APPOINTED BY DPI GOVT. OF WEST BENGAL	No	Nil

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

After the Test examination Departments communicate with Parents, to provide them feedback about the progress and shortfalls. Parents suggest us: to improve the students marks percentage, more encouragement for higher studies, adoption of career based programme etc.

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

No such development programs were organized during the year. However we always encouraged to gather knowledge for MS office, excel, power point making, online admission, online registration etc.

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

1. Virtual class room have been created to meet the demand of student.
2. Library management system software has been purchased for digital cataloging.
3. New teachers were appointed to meet the demand of teacher shortage.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	IQAC knocked the higher authority to solve the problem of shortage of teaching staff	19/07/2016	08/08/2016	07/08/2017	21

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women	17/08/2016	17/08/2018	20	10

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

Percentage of power requirement of the University met by the renewable energy sources

College authority always encourages students to keep the campus clean and eco-friendly. college authority along with NSS, NCC, Alumni organization arranged several programme for tree plantation, gardening and nurturing the sampling which are planted. Campus maintaining is also the top most priority of the authority. In regard to alternative energy no such initiative has been taken yet.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	13/02/2017	7	Winter Camp	7	55
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of ethics and conduct for the students	01/10/2017	Every student must carry his/her identity card while being present on the College Premises. Every student is expected to maintain the general cleanliness within the classrooms, laboratories and the campus in general. Every student

will remain answerable to the college authority for his/her activity and conduct on the College Premises. Any act which obstructs teaching, research, administrative activity and other proceedings of the college is strictly prohibited. Chewing paan, paan masala, gutka or any other tobacco products, smoking or consumption of any other intoxicating products is strictly prohibited. Playing cards, spitting and loitering are strictly prohibited inside the college hostel campus and shall invite severe punishment/disciplinary action. Use of Cell phones is strictly prohibited during class hour. Attempted or actual theft of and/or damage to property of the College, or property of a member of the College community, or other personal or public property, on or off campus will be considered as a punishable act.

Code of ethics and conduct for the faculty

01/10/2017

Every teacher has to obey the orders of the Principal of the College. Teachers must be aware that their workload is 40 hours a week even though their maximum class hours are only 16 a week for Associate professors and 18 hours per week for Assistant professors. Teachers are expected to be present on the college campus at least 30 minutes before any Examination starts in the college campus for which his/her duty is assigned. The prior intimation to the Principal is required (at least a day in advance) while availing

any leave. Teachers should sign the attendance register while reporting for duty. Staff members are encouraged to write textbooks, publish articles in reputed Journals and present papers in Seminars and Conferences. Any change in the class routine must be reported to the Principal in writing. Teachers are expected to take up extra classes for students in the context of Career Oriented Programmes. All department meetings of Teachers shall be held only after 2.30 p.m. and not during class hours. No department staff meeting should be held at the cost of class hours. The College Authority expects all staff members to work as a team in institution-building and in upgrading our institution into one of Excellence in Higher Learning

Code of ethics and conduct for the office Staff

01/10/2017

Every staff has to obey the orders of the Principal of the College. Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached. Non-Teaching staffs must report in time to duty as per the working hours prescribed and should be available in the campus unless and otherwise they are assigned duties elsewhere. The prior intimation to the Principal is required (at least a day in advance) while availing any leave. Non-Teaching staff shall not leave the College premises without permission before 4.30 p.m. Non-Teaching Staff

		<p>assigned to Laboratories should keep the Labs clean, maintain the equipments properly and help the teacher during practical class. Every non-teaching Report to duty at least 30 minutes in advance. All non-teaching staffs must maintain honesty, integrity, fairness in all activities. All non-teaching staffs will avoid social networking sites such as Facebook, Whatsapp, etc during the working hours. All non-teaching staffs will respect and maintain the hierarchy in the Administration.</p>
<p>Code of ethics and conduct for the administrators</p>	<p>01/10/2017</p>	<p>The Principal will Chalk out a policy and plan to execute the vision and mission of the college. The principal will remain fair in his disciplinary actions for all the members of faculty, non-teaching staff and students. The Principal will always encourage all his staff and students to reach their maximum potential. The Principal will monitor and manage to take remedial measures/actions based on stakeholders' feedback. The Principal will ensure all his staff members and students to be remain aware of rules, policies, and procedures laid down by the college. The Principal will recommend and forward communication to the higher authority of the college (Governing Body/Administrator). The Principal will take necessary action to execute qualitative and quantitative work for the welfare of the institution. The</p>

Principal will listen the students' idea and will set up accordingly the supportive tone

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independent Day Celebration	15/08/2016	15/08/2016	50
Teachers Day Celebration	05/09/2016	05/09/2016	400
Swarswati Puja Celebration	12/02/2017	12/02/2017	300
Republic Day	26/01/2017	26/01/2017	50
International Mother Language day	21/02/2017	21/02/2017	200

[View File](#)

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

1. Initiatives to make the Campus Eco-Friendly: NSS and NCC placed awareness poster for enlightening the students for making the campus plastic free and it is now a plastic free campus. 2. Plantation of floral and other plants in and around the college campus to expand greenery. 3. Garbage are regularly collected from office, canteen and different parts of the campus and disposed off in specified locations. 4. Students are advised to reduce/replace printing and photo copying by reading on screen and not to use plastic cover in any of their project paper. 5. The Institution has stopped buying bottled water in any programme and installed purified water dispensing machines in different locations within the campus. 6. The college has installed solar energy generation project for alternative and uninterrupted source of power and has taken decision to use more of LEDs than CFL..

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices I Title of The practice: Free Scholarships for Students from College Fund Objective of The practice: To provide support to the needy and meritorious students: To remove financial barrier for the learners on the way of higher education. To identify the students who are not obtaining any Government provided scholarships but actually need some kind of support. To understand those students expectation and comprehend them about the availabilities. **Best Practices II** Title of the Practice: Library Revamp Objectives of the Practice Library is a learning institution that exists in our society from ancient times. It is a place where interaction between human and information takes place and intends to satisfy the information and social needs. Libraries play a vital role for a nation by preserving its cultural heritage. In the modern age with the abundance of information, libraries assist the society by maintaining and disseminating the relevant information as and when required. Mathabhanga College equipped with a library for long period but for modern requirement modification or beautification of library is required based on following points: Computerization of library with standard software. Inclusion of sufficient information about the library in the college prospectus. Compiling student / teacher statistics Displaying newspaper clippings and a clipping file maintained periodically. Career/ employment information services Internet facility to different user groups Suggestion Box

Displaying New Arrivals NLST INFLIBNET Sufficient reading space for students

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

<https://www.mtbcollege.ac.in/best-practices-igac.html>

7.3 – Institutional Distinctiveness

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

Library Modification: Library is a place where students' visit to browse information related to curriculum. Students tend to learn most when they are actively involved in developing their knowledge. At Mathabhanga College, we in Library try to motivate the students to read not only syllabus related books but also the books apart from syllabus as well. To enable the students to exploit all possible information resources available in the library and supplement their learning process and to read maximum books from the library and to increase the footfalls of students in library from 2016 onwards we did tremendous job to modify our Library. We have purchased offline digital catalogue to record all the books we have in our library and equipped the library with employment news paper, general news papers all short of books etc. We have provided enough space to the student for peaceful reading. We have purchased NLST INFLIBNET. Our library equipped with Journals of different subject, competitive exams books, ancient books etc. Since most of the students in our college are coming from poor grounds and they generally don't have enough money to buy the books, our library provided them shelter for their examination preparation.

Provide the weblink of the institution

<https://www.mtbcollege.ac.in/institutional-distinctiveness.html>

8.Future Plans of Actions for Next Academic Year

Issue will be raised about the bad condition of black boards in the classroom and proposal of replacement with green board will be placed. ? Purchasing of books to meet the shortages under CBCS syllabus. ? Buying of Instruments, chemicals, laboratory equipments, glass apparatus of Physics Chemistry laboratory to meet the need of CBCS syllabus ? Providing Xerox facility to the students, we are thinking about the purchasing of Xerox machine in the library ? Increase the student intake capacity of science departments ? Introduction of new courses ? Organize seminars, special lectures, conferences, orientation programmes ,skill development training ,Career counseling programme etc ? Expanding the alumni network interaction both within and outside the country ? Action plan to observe special days ? Educational excursion for the students (Department like History and Geography) ? Problem of students ID cards will be addressed ? Regular financial audit ? Introduction of Learning Management system