



Yearly Status Report - 2017-2018

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.	+918918280158
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
Special lecture on	20-Mar-2018	171

	1	
Initiatives taken to purchase books to meet the demand of newly introduced CBCS syllabus	25-Jul-2017 1	2500
To provide xerox facility to the students from college library	25-Jul-2017 1	2500
Initiatives taken to replace the existing black boards to green boards.	25-Jul-2017 1	4000
Initiatives taken to fasten the Identity card issue process, college purchased ID card printing machine	25-Jul-2017 1	2500
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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
Mathabhanga College	Grant for benches for Mathabhanga College	MP fund	2018 365	800000
Mathabhanga College	Inter College Sports (Athletics) competition	Coochbehar Panchanan Barma University	2018 365	100000
Dr. Amit Kundu, Dept. of Economics, Mathabhanga College	11 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2017 365	40000
Dr. Amit Kundu, Dept. of Economics, Mathabhanga College	12 th Plan Teacher Fellows	Indian Council of Social Science Research(UGC)	2018 365	31071
NCC Mathabhanga College	Voluntary service	Coochbehar Panchanan Barma University	2018 365	89295
NSS Mathabhanga College	Voluntary service	Coochbehar Panchanan Barma University	2017 365	45000
NSS Mathabhanga College	Voluntary service	Coochbehar Panchanan Barma University	2017 365	33750

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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)

Excursion provide the students the opportunity of learning through travel, especially to places that they may not otherwise get to visit. IQAC Mathabhanga College always encourages Departments to arrange the same. Department of History and Geography arrange such a excursion with the initiative taken by IQAC

IQAC took the initiatives to replace black boards to green boards (17 Pc has been purchased) in order to provide better teaching.

In order to meet the demand for Xerox facility in Library, IQAC took significant step to convince the higher authority to purchase a Xerox machine.

IQAC took strong initiative to address the problem of teaching staff shortage and the higher authority appointed four guest faculties to meet the demand

To make sure that every person on the campus is identified ID car for students is necessitated, IQAC rise their voice to provide the ID cards to Every students. College Authority purchase I-Card printer machine for this purpose.

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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

Achivements/Outcomes

To introduce new courses and to increase student intake capacity of

CBPBU has given permission to increase the number of seats in the mathematics

science departments	department from 25 to 40
To organize seminars, special lectures, conferences, orientation programmes ,skill development training ,Career counseling programme etc.	Department of Sanskrit has organized a special lecture on the topic "Vachya tattva Vimarsha" on 25th November 2017 The Dept. of Philosophy, Mathabhanga College, Mathabhanga, Cooch Behar has organized ICPR Sponsored Periodical Lecture on "The Relevance of the Philosophy and ideology of Swami Vivekananda in The Present Era" on 20th March 2018.
To observe special days	NSS unit of Mathabhanga College has observed the following days 7th August 2017 Raksha Bandhan Day, 15th August 2017 Independence Day, 5th September 2017 Teacher's Day, 8th September 2017 International Literacy Day, 25th September 2017 International Peace Day, 2nd October 2017 Communal Harmony Day, 24th September 2017 NSS Day, 1st October 2017 National Blood Donation Day, 28th November 2017 Rashtriya Shramdaan Divas, 1st December 2017 AIDS/HIV Day, 12th January 2018 National Youth day, 26th January 2018 Republic Day, 4th February 2018 World Cancer Day, 8th March 2018 World Women Day, 13th May 2018 Mothers' Day, 5th June 2018 Environment Day, 21st June 2018 Yoga Day, 1-7 July 2018 Van Mahotsav Week
To plan educational excursion for the students of department like History and Geography	History Department students visited the historical sites of Rajpath and Kameteswari Temple of Gosanimari on 24th February 2018 to get a piece of knowledge about our past. In the Academic session of 2017-18 the department took its students to Uttar Andaran Kuchlibari village of Mekhliganj Subdivision for Geography field survey
To address the problem of students ID cards	I card Printer machine has been purchased and installed in office
Regular financial audit	For financial year 2016-17 audit is done during the year 2017-18
To address the issue of bad condition of black boards in the classroom	Black boards have been replaced by green boards (17 Pc has been purchased)
o address the issue of shortages of books to meet the need of CBCS syllabus which will be introduced from the 2017-18 session	Large number of books have been purchased
To address the requirement of Physics Chemistry laboratory to meet the need of CBCS syllabus	i) Equipment purchased for chemistry laboratory ii) Equipments purchased for physics laboratory

To provide Xerox facility to the students	Xerox machine have been purchased and placed in the library to provide Xerox facility to the students				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>Teachers council</td> <td>25-Nov-2021</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	Teachers council	25-Nov-2021
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	2018				
Date of Submission	23-Feb-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton 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

Mathabhanganga College is affiliated to the Coochbehar Panchanan Barma University, Coochbehar, and it follows the University prescribed curriculum. Different steps which are follows 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. All faculty members have been provided with a unique user ID and password for accessing the NLST site that offers e-Books and e- Journals in full text form. Library related information are well maintained and are provided to IQAC for documentation. All Internal Examinations like Class 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. Remedial / Special classes are conducted for low achievers. Advanced Learners are made to solve University Question papers and efforts are made by faculties to improve their performance. Record of the regular attendance, mark lists and progress of the students 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	0	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	BENGALI HONOURS (SEMESTER SYSTEM)	01/08/2017
BA	ENGLISH HONOURS (SEMESTER SYSTEM)	01/08/2017
BA	SANSKRIT HONOURS (SEMESTER SYSTEM)	01/08/2017
BA	PHILOSOPHY HONOURS (SEMESTER SYSTEM)	01/08/2017
BA	HISTORY HONOURS (SEMESTER SYSTEM)	01/08/2017
BA	ECONOMICS HONOURS	01/08/2017

	(SEMESTER SYSTEM)	
BA	POLITICAL SCIENCE HONOURS (SEMESTER SYSTEM)	01/08/2017
BCom	ACCOUNTANCY HONOURS (SEMESTER SYSTEM)	01/08/2017
BSc	MATHEMATICS HONOURS (SEMESTER SYSTEM)	01/08/2017
BSc	PHYSICS HONOURS (SEMESTER SYSTEM)	01/08/2017
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BENGALI HONOURS	01/08/2017
BA	ENGLISH HONOURS	01/08/2017
BA	SANSKRIT HONOURS	01/08/2017
BA	PHILOSOPHY HONOURS	01/08/2017
BA	HISTORY HONOURS	01/08/2017
BA	ECONOMICS HONOURS	01/08/2017
BA	POLITICAL SCIENCE HONOURS	01/08/2017
BA	B.A. (PROGRAM) IN BENGALI	01/08/2017
BA	B.A. (PROGRAM) IN ENGLISH	01/08/2017
BA	B.A. (PROGRAM) IN SANSKRIT	01/08/2017
BA	B.A. (PROGRAM) IN PHILOSOPHY	01/08/2017
BA	B.A. (PROGRAM) IN ECONOMICS	01/08/2017
BA	B.A. (PROGRAM) IN HISTORY	01/08/2017
BA	B.A. (PROGRAM) IN POLITICAL SCIENCE	01/08/2017
BA	B.A. (PROGRAM) IN GEOGRAPHY	01/08/2017
BA	B.A. (PROGRAM) IN SOCIOLOGY	01/08/2017
BA	B.A. (PROGRAM) IN EDUCATION	01/08/2017
BSc	MATHEMATICS HONOURS	01/08/2017
BSc	PHYSICS HONOURS	01/08/2017
BSc	CHEMISTRY HONOURS	01/08/2017

BSc	B.SC. (PROGRAM) IN MATHEMATICS	01/08/2017
BSc	B.SC. (PROGRAM) IN PHYSICS	01/08/2017
BSc	B.SC. (PROGRAM) IN CHEMISTRY	01/08/2017
BCom	ACCOUNTANCY HONOURS	01/08/2017
BCom	B.COM. (PROGRAM)	01/08/2017

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
NA	Nil	0
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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
BA	BA PROGRAMME IN GEOGRAPHY	8
BA	BA HONOURS IN HISTORY	50
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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
<p>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</p>

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	112
BA	BA HONOURS IN ENGLISH	120	Nill	95
BA	BA HONOURS IN ECONOMICS	120	Nill	2
BA	BA HONOURS IN SANSKRIT	120	Nill	95
BA	BA HONOURS IN PHILOSOPHY	120	Nill	87
BA	BA HONOURS IN POLITICAL SCIENCE	120	Nill	85
BA	BA PROGRAMME	2000	Nill	1520
BCom	ACCOUNTANCY HONOURS	120	Nill	5
BCom	BCOM PROGRAMME	150	Nill	3
BSc	BSc HONOURS IN CHEMISTRY	25	Nill	18

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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
2017	7462	0	54	0	54

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
54	29	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: Different departments organize student seminars, group discussions, quizzes to develop analytical and problem solving abilities in them and thereby, to improve their presentation skills. Encouraged them to obtain university examination rank. 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 and Wi-Fi connectivity for fast and precise access of information for independent learning.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
7462	54	1:138

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	0	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. Sulagana Dutta	Assistant Professor	2nd Regional Science and Technology Congress, 2017
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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 AND PROGRAMME	1st	30/01/2018	07/03/2018
BCom	HONOURS AND PROGRAMME	1st	30/01/2018	07/03/2018
BSc	HONOURS AND PROGRAMME	1st	30/01/2018	07/03/2018
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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. As per the university regulations, Continuous Evaluation mark is 10 for each paper whether it is of Core or Programme Course. The 10 marks further divide into two parts 4 for attendance evaluation and 6 for Internal Assessment. The distributions of 4 marks in attendance evaluation

are as follows according to University Guidelines: Attendance Evaluation: Attendance Marks: 75 <85 1, 85 <90 2, 90 <95 3, >95 4 Our College strictly follows this guideline. Students are informed by the respective HOD (through respective what's app group guidelines also shared to the students) about the attendance evaluation Process and students are advised to follow the maximum attendance in class to grab the full marks in attendance evaluation. Students are assigned for internal Assessment throughout the years via both descriptive and short writing examination or Seminar representation or by viva-voce examination. Each department's take the examination throughout the semester, those department fails to evaluate the assessment throughout the years generally conducted the examination on or before the schedule time mentioned for IA exam in Academic Calendar Published in our website. The Institute has taken following measures for the effective implementation of the evaluation reforms introduced by the University: 1.The examination committee meets periodically to discuss all the examination related matters. 2. Students can check their evaluated answer script on demand (for writing exam) 3.Faculties discuss the weakness and strength of student's in fronts of them during Presentation and Viva-Voce exam 4.Parent's teacher meeting yearly taken place to discuss the progress of students University Guidelines regarding continuous evaluation: https://drive.google.com/file/d/1FAUd_vfqgTWf5pMr-afNYzvBgY9PWoUh/view?uspsharing IA marks distribution in prescribed format by University: https://drive.google.com/file/d/1eTByF_0185SLhYszWPhv3K--9CPC9PqA/view?uspsharing

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)

<http://www.mtbcollege.ac.in/programme-outcome-and-programme-specific-outcome-2017-18.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	BA HONOURS	241	211	87.5
Nil	BA	BA PROGRAMME	286	160	55.9
Nil	BCom	BCom HONOURS	0	0	0
Nil	BCom	BCom PROGRAMME	0	0	0
Nil	BSc	BSc HONOURS	23	22	95.6
Nil	BSc	BSc PROGRAMME	9	4	44.4
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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
Nil	0	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	Nil	NA
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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
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
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	2	0
International	Economics	5	0
International	History	1	0
View File			

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

Department	Number of Publication
Bengali	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
COLONIAL QUEST FOR TRADE IN THE TRANS HIMALAYA: A N ANALYSIS OF THE SIK KIM-DARJEE LING HIMALAYAN ROUTE (1835-1904)	Topgyal Zimba,	Internat ional Refereed Research Journal	2017	0	YES	0
STOCK MARKET VOLATILITY IN SOME SELECTED COUNTRIES - A THERMO DYNAMIC APPROACH	Amit Kundu	Econophy sics, Soci ophysics Other Mult idisciplin ary Sciences Journal	2017	0	YES	1
Panel Vector Aut oregressiv e Model on Keynesian Hypothesis Regarding	Amit Kundu	Econophy sics, Soci ophysics Other Mult idisciplin ary Sciences	2017	0	Yes	0

Government Consumption to be Necessary for Engine of Growth in Some Selected Asian Countries		Journal				
Influence of Some Macroeconomic Variables on Inflation-An Econometric Enquiry	Amit Kundu	Journal of World Economic Research	Nil	0	Yes	0
CAPM in Indian Stock Market: Time Series as Well as Panel Data Analysis	Amit Kundu	Researcher's World Journal of Arts, Science Commerce	2017	0	Yes	0
STOCK MARKET VOLATILITY IN SOME SELECTED COUNTRIES - A THERMODYNAMIC APPROACH	Amit Kundu	Econophysics, Sociophysics, and other Multidisciplinary Sciences Journal	2017	0	Yes	1
The Effectiveness of Public Spending on Education and Health Care in Indian Economy	Amit Kundu	Indian Economic Journal	2017	0	Yes	4
Economic Growth Government Expenditure in Pakistan - A Time Series	Amit Kundu	Indian Journal of Economics	2017	0	Yes	0

Analysis						
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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
NA	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	2	0	1	0
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Clean Campus Clean India	NSS Mathabhanga College	1	20
Swachhha Cmpus Swachhha Desh	NSS Mathabhanga College	2	50
Blood Donation Camp	NSS Mathabhanga College and Gov. Hospital	2	25
Winter camp	NSS and village people of Barodola	1	70
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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	NA	NA	0
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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Special Winter Camp	NSS unit of Mathabhanga College and Balarhat Satgachhi	Community	1	70

	Village resident			
Clean Campus Clean India	NSS unit of Mathabhanga College	Swachh Bharat	1	20
Swachhha Campus Swachhha Desh	NSS Mathabhanga College	Swachh Bharat	2	50
Blood Donation Camp	NSS Mathabhanga College and Gov. Hospital	Community	2	25
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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	NA	NA	0
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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	NA	NA	Nil	Nil	Nil
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	58.12

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added

Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
ATHENOS	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	20250	794122	291	48058	20541

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

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

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	1	1	9	1	2	0	50	0
Added	0	0	0	0	0	0	0	0	0
Total	37	1	1	9	1	2	0	50	0

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	4	0	49.7

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)

Procedures and policies for maintaining and utilizing physical, academic and support facilities- laboratory, library, sports complex, computers and classrooms etc: Mathabhang 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. Maintenance of library: For maintenances of library infra-structure and facilities, the library committee and administration have been given the responsibility to purchase, procure books, E-Journals and other materials, as per the recommendations received from the departments of the colleges. Maintenance of the laboratory: 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. Maintenance of the sport facilities: 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. Maintenance of Computers and IT facilities: 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. Classroom 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. There is a canteen which provides the healthy and hygienic food for the students as well as the other members of the college. We have a proposal to revamp canteen in near future. Academic Support: The college is affiliated to Coochbehar Panchanan Barma University, Coochbehar. The college has an elaborate academic support mechanism. All the departments follow the syllabus of Coochbehar Panchanan Barma University for the U.G. Level. An examination committee is appointed by the authority for semester examination and they are engaged in smooth conduction of examination,

<http://www.mtbcollege.ac.in/procedures-and-policies.html>

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	344	136860
Financial Support from Other Sources			
a) National	SVMCM Scholarship and Kanyashree	746	17818000
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 implemetation	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
2017	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	0	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2018	9	Mathabhanga College	Bengali	Cooch Behar Panchanan Barma University	MA in Bengali
2018	3	Mathabhanga College	English	Cooch Behar Panchanan Barma University	MA in English
2018	9	Mathabhanga College	History	Cooch Behar Panchanan Barma University	MA in History
2018	13	Mathabhanga College	Philosophy	Cooch Behar Panchanan Barma University	MA in Philosophy
2018	11	Mathabhanga College	Political Science	Cooch Behar Panchanan Barma University	MA in Political Science
2018	9	Mathabhanga College	Sanskrit	Cooch Behar Panchanan Barma University	MA in History
2018	7	Mathabhanga College	Physics	Cooch Behar Panchanan Barma University	MSc in Physics
2018	6	Mathabhanga College	Mathematics	Cooch Behar Panchanan Barma University	MSc in Mathematics
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
SLET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Inter College Sports	College Level	15

and Games Championship (Athletics) (DPI sports)		
Intra College Annual Sports organized by Mathabhanga College	Institutional Level	97
University sports (Football) organized by CBPBU	College Level	18
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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
2018	1st in Javelin (Women)	National	1	Nil	MC17020060	Rupa Sarma
2018	2nd in Javelin (Men)	National	1	Nil	Nil	Bibek Laskar
2018	3rd 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 2017-18 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 2017-18 the college organized Annual Sports, Fresher's Welcome Program, Annual Cultural Programme 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.

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)

Decentralization and participative management is practiced in Mathabhanga College for qualitative and effective administration of the institution. The successful working of any institution depends of the combined efforts of all participants and in this regard, the institution is participatory and decentralized to smoothly achieve the vision and goals of the college. The Principal is the academic and administrative head of the college who supervises all activities of the college and ensures maintenance of academic discipline. Under the support and advice of the Governing Body which acts as a visionary Management, the college provides quality academic service to society. The Governing Body along with the Principal plan and design policies relating to admission, recruitment of staff, infrastructural development and administrative processes. The Principal communicates and corresponds with the staff through meetings and circulars and consistently motivates the faculty member to help make progress by the institution. The Principal is assisted by Heads of Departments, who prepares lesson plans, topics distribution among the faculties of their departments and extra-curricular activities to be conducted by the college. The Heads of the Departments ensure the smooth functioning of the activities of the department. The faculty members assist in the efficient functioning of the activities of the college through a participatory mechanism. Together the Management, Principal and Faculty strive to inculcate values and create socially responsible citizens. The college also forms various subcommittees consisting of several members from the staff and headed by a convener for the smooth working of the college. The principal conducts regular meetings with the department heads, conveners of different sub-committees, and student council representatives to discuss the plans and policies and their effective implementation. Regular Teachers' Council meetings are also held to discuss the issues related to the college and to solve the matter as quickly as possible. The issues are evaluated and responsibilities are assigned to different stakeholders and all the stakeholders work towards its effective implementation.

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
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 ten PhD degree holders as faculty and some are pursuing their PhDs. The college motivates the faculty and maintain and promote the research environment. Our faculty has published several papers and few books from reputed publishing houses
Curriculum Development	Curriculum is developed by the affiliating University. The members of Staff on various boards send suggestions for improvement
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.
Teaching and Learning	To make learning more effective we have choice-based credit and grading system of examinations. 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.
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

	<p>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</p>
Industry Interaction / Collaboration	We do not have such facility
Examination and Evaluation	<p>We follow University examination scheme of 80:20 wherein 80 weightage is given to end semester exam 20 weightage is given to internal test. This scheme of continuous assessment ensures proper learning outcomes. The University scheme provides us with various heads of evaluation such as assignments, presentations, practical etc. These heads of exams and evaluation enables formative assessment</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>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 50 computers all LAN connected. The campus is wi-fi connected. The labs are state of the art with all modern equipment's</p>

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

E-governance area	Details
Planning and Development	<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</p>

Groups (<https://www.technodg.com/>)
Contact Details: - info@technodg.com

Administration

Administration: 1. The college authorities can monitor all the college activities through CCTV using Hikvision Technologies 2. The Teacher in Charge communicates with the Administrator 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 sheet: For data collection from various department ? 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. What's app group also use to communicate with students, teachers for any prompt activities 8. Mathabhanga College official Face book page also helps to communicate with bigger number of students for any type of college purpose 9. Online Library Management system develop by Techno Group used by Library to access the book content of Library

Finance and Accounts

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 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 2019-2020 is fully implemented online. Mathabhanga College Online Admission System software is developed so as to fulfill the need of Student admission and Support. Mathabhanga College Online Software is used for online admission process via link provided to college website <http://www.mtbcollege.ac.in/admission-2021-22.html>. The software is also used for student support like issuing i. Admission Forms ii. Issue of I-Cards and Challan. 2. Mathabhanga College also uses LMS system develop by

	Right Brain technologies to upload notes by teachers, used by Students, collecting feedbacks etc
Examination	1. Examination related information like notice, routine regularly published by CBPBU website circulated to the students of Mathabhanga College by What's App group of all the departments, Mathabhanga College Official Face book Pages and also published in college website 2. Excel and Word is used to generate various reports like ? To generate seat Numbers , Hall-Ticket, F.Y results, ? To generate class wise roll call list for all classes, student fees Records. ? Print the exam seat number wise List. ? 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
2018	NA	NA	NA	0
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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)
2018	NA	Nil	Nil	Nil	Nil	Nil
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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
Short Term Course	1	08/11/2017	14/11/2017	7
Refresher Course	1	08/12/2017	28/12/2017	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	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 NON TEACHING EMPLOYEE(Loan Facilities), Non-teaching staff can avail interest free festival advance up-to Rs 25,000 repayable in 10 months, Non Teaching staff also benefited by all the facilities given by West Bengal Government	Half and Full tuition fees free for selected students, Students also enjoy all the scholarship facilities from state government 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)

Annual Quality Assurance Report of MATHABHANGA COLLEGE 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. All observations/objections of EA are communicated through their report. These objections are examined by Teacher in Charge, Accountant, Bursar and Governing Body/Administrator College. Draft report is submitted to Higher Authority, (if necessary) for finalizing compliance report of the Institute

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	0	NA
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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	Null	No	Null
Administrative	Yes	External Auditor appoints by	No	Null

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

Each department conducted Parent- Teacher- Student meetings after internal examination. This helps to understand the problems faced by the students that hinder them in studying. Departments communicate with Parents, to provide them feedback about the progress and shortfalls of their wards. Parents suggest us: To aware the students about the CBSC system, IA marks distribution clearly, number distribution syllabus pattern, to organize professional training or job training programme, to encourage the student to know more about job market

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

No such development programme take place this years, but supporting staff are encourage to gather more knowledge about internet, Microsoft word, Excel work, online admission, online from-fiilup, online registration related work etc

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

1. Black board are replaced by green board as part of more greener teaching facility, 2. Identity card machine has been purchased to provide more secure environment to the students , 3. Learning Management System has been introduced to provide the students facility of accessing notes any time any where

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
2017	Department of Sanskrit has organized a special lecture on the topic "Vachya tattva Vimarsha in collaboration with IQAC	12/09/2017	25/11/2017	25/11/2017	200
2018	The Dept. of Philosophy, Mathabhanga College, Mathabhanga, Cooch Behar has organized ICPR	21/07/2017	20/03/2018	20/03/2018	171

	Sponsored Periodical Lecture on "The Relevance of the Philosophy and ideology of Swami Vivekananda in The Present Era in collaboration with IQAC				
2018	IQAC encourages history department to arrange educational excursion and History Department students visited the historical sites of Rajpath and Kameteswari Temple of Gosanimar	21/07/2017	24/02/2018	24/02/2018	50
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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
Report On Abuse and Addictions	28/08/2017	28/08/2017	30	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

Students are always cautioned to keep the campus clean and eco-friendly. Different programme are taken for plantation, gardening and nurturing the sampling which are planted. Maintenance of the campus is 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
Braille Software/facilities	No	0
Ramp/Rails	Yes	2
Provision for lift	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	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
2018	1	7	27/02/2018	7	Special Winter Camp in adopted village	The unit has taken various activities in the village to aware the villagers in the field of pollution, diseases, plastic pollution, cancer, bad effects of tobacco, how to prevent dengue, malaria and the importance of cleanliness	50

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

Title	Date of publication	Follow up(max 100 words)
Code of ethics and conduct for the students	01/10/2017	<ul style="list-style-type: none"> • 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. • During leisure hours, students are advised to use the library as maximum as possible. • Students should handle the college properties with care. Damage to the furniture or any other

		<p>materials may lead to penalty or suspension from the college. • Indulging ragging, anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostel are strongly prohibited as well as punishable. • Without the permission of the Principal, Students are not allowed to circulate any printed materials within the college campus. • Latecomers will not be entertained to enter into the classroom. • A student should maintain at least 75 attendance in the Lectures of every subject and 100 overall performance. Otherwise, he or she will be debarred from the University Examination. • Students are required to check the Notice Board and also website of the college for important announcements</p>
<p>Code of ethics and conduct for the faculty</p>	<p>01/10/2017</p>	<ul style="list-style-type: none"> • 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. • Each Department must conduct at least one/two meeting(s) every month. • No teacher shall send circulars/distribute handbills to the staff, organize meetings in the campus without permission from the Principal. • Teachers 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. • All staffs will adhere strictly to the laws and regulations of the college.

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 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. • All non-teaching staffs will exercise self-discipline and restrain at all times and deal positively with staff, students and the general public. • Each staff will remain on duty during college hours. • All staffs will adhere strictly to the laws and regulations of the college.

Code of ethics and conduct for the administrators

01/10/2017

• 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 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
Raksha Bandhan Utsav	07/08/2017	07/08/2017	250
Independence Day	15/08/2017	15/08/2017	50
Teachers Day	05/09/2017	05/09/2017	250
Communal Harmony Day	02/10/2017	02/10/2017	36
NSS Day	24/09/2017	24/09/2017	45
National Youth Day	12/01/2018	12/01/2018	50
Environment Day	05/06/2018	05/06/2018	60
Yoga Day	21/06/2018	21/06/2018	45
Republic Day	26/01/2018	26/01/2018	40

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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: Plantation Programme Objectives of the Practice Best Practices I It has been observing by the people that nature has been changing itself very tremendously as we are responsible for this change because of building and constructive more and more cities and town. So, the nature has unbalanced and disturbed that's why the combination of oxygen has ruined. Therefore, now we have to maintain this balance by following the given points :- ? To ensure more plantation of different fruits and other useful plants trees. ? Plantation programme can become more popular. So, it is the duty of ours to promote more and more students to come forward. ? To enhance the values of plants environment among the students. Best Practices II Title of the Practice: Cope with newly induct Choice Based Credit System Objectives of the Practice Best Practices II The Indian Higher Education Institutions have been moving from the conventional annual system to semester system. Currently many of the institutions have already introduced the choice based credit system. The semester system accelerates the teaching-learning process and enables vertical and horizontal mobility in learning. The credit based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching. The choice based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. Coochbehar Panchanan Barma University introduces the CBCS system to their curriculum from 2017-18 sessions. So the objectives of the practices: ? To habituate with the systems ? To revamp the admission system according to the new system ? To informed the newly admitted students about the courses ? To informed the teachers about the new courses

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

<http://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

The Indian Higher Education Institutions have been moving from the conventional annual system to semester system. Currently many of the institutions have already introduced the choice based credit system. The semester system accelerates the teaching-learning process and enables vertical and horizontal mobility in learning. The credit based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching. The choice based credit system provides a 'cafeteria' type

approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. Coochbehar Panchanan Barma University introduces the CBCS system to their curriculum from 2017-18 sessions. Before the introduction of CBCS system Coochbehar Panchanan Barma University arrange BOS meeting, Principle meeting, and Syllabus committee meeting to discuss about the courses, how to adopt it and what new courses have to taught. Respective teachers have attained all the meeting and informed the outcome to the higher authority. College authority in TC meeting discusses about the CBCS system and adopted several necessary steps for the adoption of CBCS course in our college. Our Online collaborator has informed about the necessary modification of online admission system to cope with the CBCS system.

After the admission students has also been informed about the process. In teacher council meeting we have discuss about the internal examination and we have conveyed it to the students. Routine committee was informed to modify the routines according to the need and they have modified it accordingly. Reagents, instruments were procured for the smooth running of the Physics, Chemistry under the newly adopted system. Governing body approved to hire guest faculties to minimize the shortage of teaching staff.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Organize seminars, special lectures, conferences involving more departments ? Proposal will be given to Alumni Association of Mathabhanga College to arrange some social, cultural and awareness programme ? Encouraging faculty members to prepare academic calendar and teaching plans for the academic years ? Important days will be observed to increase the universal value and ethics ? Initiative for arranging a stress management like Yoga camp that to minimize stress among students, faculties and staff ? Initiative will be taken to organize career counseling programme for the students ? Initiative will be taken to help the economically backward students