YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Mathabhanga College
• Name of the Head of the institution	Dr. Debasish Datta
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	3583255282
• Mobile No:	9093319356
• Registered e-mail	mtbcollege1969@gmail.com
• Alternate e-mail	mtbcnaac2021@gmail.com
• Address	MATHABHANGA COLLEGE
• City/Town	Mathabhanga, Coochbehar
• State/UT	West Bengal
• Pin Code	736146
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**Coochbehar Panchanan Barma University**
• Name of the IQAC Coordinator	**Smt. Aparna Biswas**
• Phone No.	**3583255282**
• Alternate phone No.	**3583255282**
• Mobile	**8918662770**
• IQAC e-mail address	**iqac.mtbc@gmail.com**
• Alternate e-mail address	**mtbcnaac2021@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mathabhangacollege.ac.in/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://mathabhangacollege.ac.in/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**B+**	**2.58**	**2024**	**22/02/2024**	**21/02/2029**

6.Date of Establishment of IQAC	**15/03/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**Procurement of furniture for Mathabhanga College**	**Government of WestBengal, Department of higher Education**	**2023**	**1929787**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	No File Uploaded	
9.No. of IQAC meetings held during the year	**3**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	**View File**	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)
1. IQAC has taken necessary action for the successful accreditation procedure by NAAC during the last academic year.
2. CCTV surveillance has been extended throughout the new building of the college
3. Dress code has been successfully implemented in the college with the help of administration.
4. AAA, Green Audit, Gender Audit has been done under the leadership of IQAC
5. NCCF courses (NEP 2020) has been successfully introduced from the session 2023-24 and for that IQAC has taken necessary action by arranging workshop and awareness program.

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

Plan of Action	Achievements/Outcomes
To prepare Academic Calendar	Academic calendar has been prepared and uploaded in the website
To organize program for career counselling program	Career counselling program has been organized with Prathama on 6th May 2024
To organize felicitation program to encourage students and teachers for better performances in academic and research field respectively	The 'Kriti sambardhana program' has been arranged on 20.01.2024 to recognize and encourage the achievements of both students and teachers in academic and research field respectively.
To organize various seminar and workshop	A workshop on Financial Education has been organize on 5th March 2024. A seminar has been organised to celebrate National Science day on 28th February 2024.Workshop on women and adolescent health has been arranged on 5th January 2024
To introduce dress code for the students	Uniform dress code has been introduced
To take action for NAAC accredation	A workshop on NAAC preparation has been organized on 1st February 2024. The college has been awarded with NAAC accreditation with B+ grade

13.Whether the AQAR was placed before statutory body? | Yes

- Name of the statutory body

Name	Date of meeting(s)
Teachers Council	31/01/2025

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	10/02/2024

15.Multidisciplinary / interdisciplinary

According to a notice circulated by Coochbehar Panchanan Barma University (Ref. No. F187.V3/REG/1144-23 dated 26th June 2023) there are three papers on Multidisciplinary course: MDC-1 (1st Semester), MDC-2 (3rd Semester), MDC-3 (5th Semester). Students have to choose three different disciplines as MDC, which should not be similar to their major and minor or even any subject which they had in their Higher Secondary. For each discipline there will be one MDC. In addition, there are two papers on the Value added course (which is also multidisciplinary in nature), VAC-1 and VAC-2 respectively. VAC-1 course includes Environmental Studies, emphasis on management and sustainable development. VAC-2 course includes the Constitution of India and Health & wellness. Universities in their course structure also provide several options for interdisciplinary subject combination. Mathabhanga College has opted for the combination according to their infrastructure: Major Subject combination for Mathabhanga College: Bengali, English, Economics, History, Philosophy, Political Science, Sanskrit, Physics, Chemistry, Math, BCom Minor Subject Combination: Bengali, English, Economics, History, Philosophy, Political Science, Sanskrit, Geography, Sociology, Education, Physics, Chemistry, Math, B.Com.

16.Academic bank of credits (ABC):

The Academic Bank of Credits (ABC) has been envisaged to facilitate the academic mobility of students with the freedom to study in the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another, leading to attaining a Degree/Diploma/PG-diploma, etc. By these, students will be able to earn credits and get the program completed. Coochbehar Panchanan Barma University, the affiliated university of Mathabhanga College, in their circular (Ref. No. F197.V1/REG/0928-23 dated 31st May 2023) has decided to implement Academic Bank of Credits in response to letter vide D.O.F. No. 1-1/2022(ABC) dated 13.05.2022 issued by the University Grants Commission (UGC) to manage the Academic Records of the Students of this University. They have directed them to register students on Academic Bank of Credits (ABC) through the website www.abc.gov.in and obtaining an ABC ID is mandatory for all students. They have also requested students to register with Digilocker at www.digilocker.gov.in to fetch e-copies of their Marksheets/Degrees/Diplomas/Certificates etc. from the Digilocker website. Universities can upload documents to the

Digilocker Platform. The university has also circulated instructions on how to do all the processes. After receiving the notification from the university, the Principal of Mathabhanga College has arranged a meeting with IQAC convener, NAAC convener, and several teaching and non-teaching staff of Mathabhanga College on 7th June 2023 to discuss the way of implementation to it for Mathabhanga College students. All the admitted students of Mathabhanga College now have ABC ID and they have registered with Digilocker

17.Skill development:

According to a notice circulated by Coochbehar Panchanan Barma University (Ref. No. F187.V3/REG/1144-23 dated 26th June 2023) there are three SEC courses; each SEC subject will have three papers each in 1st, 2nd and 3rd semester. These courses are aimed at imparting practical skills; hand on training, soft skills, etc., to enhance the employability of students. They have provided several subject options like Spoken English, Soft Skills, Basic Computing, Videos Page 6/62 19-01-2024 09:03:42 Annual Quality Assurance Report of MATHABHANGA COLLEGE and Photographic Editing, Professional Ethics, Medical Pathology, Aquarium Fish Keeping Management, Poultry Breeding, Tourism, Wild Life Conservation and Management, Bhawaiya, Folk and Creative Dances, Tailoring and Designing , Beauty and Wellness, , Electronic Repairing, Banking, Gardening, Organic Farming, Proof Reading (Bengali), Recitation, Theatre, Stress Counseling and Management, GST Filling, Hospitality Management, Office Administration, Proof Reading (English), Interior Designing, Green Chemistry. Mathabhanga College has adopted the SEC courses from the academic sessions 2023-24. SEC Subjects taken by Mathabhanga College Students are: Folk & Creative Dance (by Bengali Major Course Students), Medicinal and Pharmaceutical Chemistry (by Chemistry Major Course Students), Gardening (by Economics Major Course Students), Spoken English (by English, Political Science, Mathematics Major Course Students), Museum and Archival Science (by History Major Course Students), Stress Management & Counselling (by Philosophy Major Course Students), Computational Physics (by Physics Major Course Students), Gardening (by NCC Course Students), GST Filling (by Commerce Major Course Students)

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The preservation and promotion of India's cultural wealth must be considered a high priority for the country, as it is truly important for the nation's identity as well as for its Economy. In this regard appropriate integration of the Indian Knowledge system, particularly teaching in Indian languages is important. Language, of course, is

inextricably linked to Arts and culture. Languages influence the way people of a given culture speak with others, including with family members, authority and strangers, and also influence the tone of the conversation. In order to preserve and promote culture, one must preserve and promote a culture's languages. The MTBC has been offering all Arts courses in the regional language Bengali which is one of the prominent Indian languages. In addition to this, the college offers UG in Bengali and Sanskrit literature. Some of our faculty members have fluency of speech in other Indian languages like Hindi, Nepali, Rajbanshi etc. The MTBC has the opportunity to utilize this human resource in the Indian knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The objectives set out in the NEP on OBE are competency, standard, benchmarks, and attainment of targets. In addition to this, the OBE incorporates three elements Theory of education, a systematic structure of education, and a specific approach to instructional practice. Since the implementation of NCCF courses (NEP) from the academic session 2023-24 by the CBPBU our college follow the curriculum mainly focusing on outcome base objective. According to the curriculum provided by the university students have to choose 16 major papers, 6 minor papers, 3 multi disciplinary course papers, three papers on skill enhancement course, two papers on ability enhancement course and two papers on value added course. In addition there is one course on internship. Internship requires students to participate in professional activity, work experience, corporate education activity normally under the supervision of expert.

20.Distance education/online education:

At present MTBC has two distance learning study centre of Netaji Subhash Open University (NSOU) and RBU, which offers different degree programs. Presently Mathbhanga College offers ten UG courses (Bengali, English, Sanskrit, History, Philosophy, Political Science, Economics, Geography, Mathematics, and Commerce) through this two study centres. Many students benefited from this facility, particularly students who are unable to enrol as a regular student can pursue higher education. Thirty Eight student has been admitted for the 2023-24 session in different curses. LMS Facility available in the college through which students can access the teachers notes. Teachers and students are trained enough to communicate through different online communication platform like Google Meet, Zoom etc

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**12**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**7325**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**2321**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1266**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**63**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**66**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**41**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**159.47559**
4.3 Total number of computers on campus for academic purposes	**110**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Different steps which are follows by the institution to ensure effective curriculum delivery through a well-planned and documentation process are as follows:

Academic Calendar: College has own Academic Calendar which is prepared according to our affiliating University Calendar prior to the commencement of the academic year by IQAC.

Routine Committee: Mathabhanga constitute a Routine Committee with faculty members. The Routine is displayed in website for Arts, Science and Commerce discipline.

Teaching Plan and teaching diary: Teaching Plan is prepared by the faculties of respective departments and is displayed in individual department website. They record the conduct of teaching and practical in the diary.

Laboratories: Mathabhanga College has five well equipped laboratories for Physics, Chemistry, Math Geography and Computer lab.

Teaching Aid: The faculty uses maps, models along with chalk and blackboard. Methods such as seminars, group discussion are utilized for effective teaching.

Library: Mathabhanga College has Digital Library facility for the students to access to latest books available in concerned subjects and topics.

Teacher Support: The college encourages teaching staff to participate in Orientation and Refresher courses to renew their knowledge in this field. Teaching staff also felicitated for highest publication or any academic achievements.

Feedback: The College has online transparent mechanism for feedback collection from all the stakeholders (Teachers, Students, Alumni, Employer)

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	https://www.mtbcollege.ac.in/academic-calendar.html

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Mathabhanga College is affiliated with the Coochbehar Panchanan Barma University, Coochbehar, and it follows the university-prescribed curriculum (NCCF Curriculum for 1st and 3rd semesters and CBCS Curriculum for 5th semester). The college regards effective delivery of curriculum as the most vital curricular aspect. Our faculty members have worked on the Board of Studies and their subcommittees and substantially contributed to the curriculum development. Different steps which are followed by the institution to ensure effective curriculum delivery through a well-planned and documented process. College has its own academic calendar, which is prepared according to our affiliating university calendar prior to the commencement of the academic year by IQAC, specifying available dates for significant activities to ensure a proper teaching-learning process and continuous evaluation, and it is displayed on the college website. A 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.

Continuous evaluation of students was done through examination, project submission, presentation, etc., which was informed well before the examination.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://www.mtbcollege.ac.in/academic-calendar.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

12

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

16

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

45

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The college is primarily a UG institution affiliated to the Cooch Behar Panchanan University. Therefore, college does not have the

necessary autonomy to develop their own curriculum. However, the college raises awareness about professional ethics, gender, human values, environment and sustainability through webinars, seminars, workshops, etc. on various topics.

Professional Ethics: Code of conduct of the students, Teachers, non-teaching staff and Principals are displayed in the website and are seminar on professional ethics are also organized in the college.

Gender: Gender sensitivity is essential for the overall growth and development of students. Being aware of gender issues makes us a more sensitive and accepting society. Gender awareness was presented through the programme organized by Internal Complaint Cell.

Human Values: NSS and NCC units of Mathabhanga College organized different extension activities based on Human value.

Environment and Sustainability: A paper on Environmental Studies was introduced to the students of the UG course as a compulsory paper to inculcate the necessary awareness about climate change and other related issues. Through the continuous efforts of NSS and NCC Mathabhanga College is becoming green and clean over the years.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

12

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2692

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://mtbc.in/feedback_system/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4063

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1327

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Teachers review the academic performance of students from class room lecture and discussion, laboratory practical, unit tests, and previous board's results, class seminars. This helps in assessing

the number of advanced learners and slow learners among the students. In the start of the session fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes. Sometimes the students are encouraged to do board work before the class so that their level of comprehension could be increased and teachers could rectify their problems. Extra classes are conducted for the full coverage of the syllabus where the involvement of the students is ensured which results in the interactive teaching learning process. Teachers review the academic performance of students from class room lecture and discussion, laboratory practical, unit tests, and previous board's results, class seminars. This helps in assessing the number of advanced learners and slow learners among the students. In the start of the session fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
2692	63

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

Student-centric methods are a crucial part of the pedagogy followed with the aid of the college. The organization has made an aware effort to shift from the conventional trainer-centric technique to a student-centric one. Experiential learning, participative learning, and problem solving methodologies are used for enhancing learning experiences. The teacher's function is that of a facilitator who promotes self-management of know-how, holistic development, and ability formation through participatory getting-to-know sports,

including-- example, subjects and unique lectures, subjects taking a look at case studies, venture-based strategies, experimental methods, and organization mastering methods. The facilities organized by the institute are indexed beneath.

Lecture method (traditional and ICT-enabled): The traditional chalk, duster, or whiteboard marker approach is generally adopted by all teachers. All the major courses classrooms are equipped with projector facilities and internet facilities to avail the data and notes through the internet.

Interactive methods: Methods of learning include group discussion, role-play, subject quiz, news analysis, educational games and discussion with question/answers. Every teacher at our institutions, after classes, tries to answer the question raised by the students.

Project Based Learning: All the major courses and minor courses are project based according to NCCF syllabus and students submit the project report at the end of every semester. In addition, internship courses and skill development courses enhance the knowledge of students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	https://cbpbu.ac.in/ugsyllabus_nep.php

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process. Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools:

1. Projectors- 11 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Printers- They are installed at Labs, HOD Cabins and all prominent places.

4. Photocopier machines - Multifunction printers are available at office in the institute and library. There are three Xerox machines available in campus.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms- One seminar halls are equipped with all digital facilities.

7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

10. Digital Library

Use of ICT by Faculty

A. PowerPoint presentations

B. Industry Connect-

C. Video Conferencing-

D. Video lecture-

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

63

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

63

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

649

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal assessment: The institute places great importance on regularly assessing the students' progress to ensure their consistent performance. As the institution is affiliated to Coochbehar Panchannan Barma University, Coochbehar, the evaluation pattern prescribed by the university under UG-NCCF regulation is as follows. As per the university regulations, continuous evaluation mark is 10 for each paper (19 major papers, 6 minor papers, 3 MDC papers, 3 SEC papers, 2 AEC papers, 2 VAC papers) in addition 5 for attendance and 10 for project submission. Students are informed about the respective HOD through notices displayed in the college notice board and on the college website. Students are encouraged to adhere to the maximum attendance in class to maximize their marks in attendance evaluation. Students are regularly evaluated throughout their academic journey through various methods, including descriptive and short writing assessments, seminar presentations, and viva-voce examinations. Examination committee monitore all the process.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.mtbcollege.ac.in/academic-calendar.html

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

The institute has created an effective system to handle examination-related complaints, which is transparent in its pattern and ensures timely resolution of grievances. The college adheres to the guidelines and rules set by the affiliated university when conducting internals and semester-end examinations. At the institute level, an evaluation committee, consisting of a senior teacher as

the convener and other teaching and non-teaching staff as members, is formed to address matters related to the evaluation process. The teacher hands out graded answer scripts to students, and any questions or concerns are resolved by the teacher. If any discrepancy, such as mistakes in the question paper, incorrect mark allocation, or the need for corrections, is brought to the attention of the students, the concerned teacher will address the issue and make the necessary corrections. If a student is not content with the grades given by the teacher, even after the teacher has addressed the issue, then the student can bring it up with the teacher again. All such representations are considered favourably and are reviewed by another teacher if needed. Students who are absent for internal exams due to valid reasons are given the opportunity to retest for the assessment. Within a specified timeframe, the internal assessment grades are recorded in the university's online portal, allowing students to access and view their performance individually through their login credentials.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Program outcomes (POs) and course outcomes (COs): Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. Displaying program and course outcomes on the college website under the menu "Academics" aligns with the guidelines set by the University Grants Commission (UGC) and affiliated university (CBPBU) and demonstrates the institution's commitment to transparency and accountability in its educational offerings. Program outcomes (POs) and course outcomes (COs) are essential components of program accreditation and quality assurance processes. Program Outcomes (POs) typically describe what students are expected to know and be able to do by the time they graduate from a particular program. They are broader statements that encapsulate the overall goals of the program and the skills, knowledge, and attributes students should possess upon completion.

Course Outcomes (COs) are more specific and are related to individual courses within the program. They outline the specific learning objectives and expected outcomes of each course, guiding instructors in designing curriculum and assessments and helping students understand what they will learn and achieve in each course. By displaying POs and COs on the college website, prospective students, current students, faculty, and other stakeholders can gain insight into the educational objectives of each program offered by the institution. This transparency enhances accountability and allows for informed decision making by students when choosing programs and courses.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://mathabhangacollege.ac.in/program-outcome/#
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution. The college has a systematic process of evaluating the attainment of Programme outcomes and course outcomes. The level of attainment of Programme Outcomes, Programme Specific Outcomes and Course Outcomes by the students are measured by using the following parameters.

The key indicators of measuring attainment are:

1. End Semester University Examination: Being a constituent college of Coochbehar Panchanan Barma University, the students of Mathabhanga College are required to take examinations as per the semester pattern set by the university (both CBCS and NCCF), through which the institution measures programme outcomes based on the course attainment level fixed by the programme.

2. Internal Assessment: The Internal Assessment constitutes 25% weightage of the total marks (50) in each subject under CBCS system and 25% under NCCF system (Project +CE+ Attendance). The students are tested via examination, project submission viva, presentation etc.

3. Practical Assessment / External Assessment: It is evaluated by external examiners conducting Practical examinations, and taking Viva-Voce.

4. Result Analysis: At the end of each semester, result analysis of each course is carried out to assess the attainment of Programme outcomes and course outcomes attained by the students.

5. Internships and Placements: Another yardstick that is used to measure the programme outcomes and course outcomes attained by the student's folk is in the form of Internships performance (under NCCF Course).

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1266

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mtbcollege.ac.in/students-satisfactory-survey.html

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

11

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

18

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

9

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college organizes a number of extension activities to promote the institute-neighbourhood community to sensitize the students towards community needs. The students of our college actively

participate in social service activities leading to their overall development. The college runs effectively National Service Scheme and National Cadet Corps Units. Through these units, the college undertakes various extension activities in the neighbourhood community. Several activities were carried out by NSS volunteers addressing social issues which include special camp (eye check-up camp, cleanliness drive, blood donation camp, awareness program on thalassemia), awareness programme on AIDS, , tree plantation, environmental awareness and yoga awareness camp. The NCC unit of the college comes under the 4/13-Bengal Unit. It aims at developing qualities of leadership, patriotism, maintaining discipline, character building, the spirit of adventure, and the ideal of self-service. The NCC unit of the college organizes various extension activities such as tree plantation, Swachhta Abhiyan, cadet selection day, NCC cadet internship program and various other program.

File Description	Documents
Paste link for additional information	https://www.mtbcollege.ac.in/nss.html
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc.,

during the year

9

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

310

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

26

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

22

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has twenty-eight (41) fully functional Class Rooms. One seminar room with a capacity of 300 students is fully equipped with projector, and modern sound system facility. Eleven classroom has projector facility, and all other class room can accommodate projector according to the requirements. Desktop computer with Wi-Fi facility, printer with scanner facility are available in each of the department. Every departments are equipped with aqua guard facility for drinking water, canteen facility, gymnasium, restrooms and power generators is also available.

Computing equipment and internet facilities:

Every departments are equipped with desktops with Internet connectivity. All the teachers are equipped with laptop facilities. There is open access of Wi-Fi connectivity for all student and the staff members of the college. CCTV camera was installed throughout the campus for security.

Library Facilities:

Digital Library facility available in the campus.

Laboratory Facilities:

Physics, Chemistry, Mathematics, Geography departments has well equipped laboratory facility.

Infrastructure of computer laboratory:

The college has computer lab equipped with 50 computers and internet connectivity other supporting facilities

Our college has 20.0 KVA generators for uninterrupted power supply during electrical failure. Solar power plant has installed in new building.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://youtu.be/2LeUNedATRc

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

The Institute has adequate facilities for sports, games and cultural activities. The total area of sports and games fields is approximately 4 acres. Mathabhanga College has one large playground with provision for multiple games, such as, Athletics, Cricket, Football, Kabaddi and Kho-kho. Outdoor badminton courts and volleyball court are available. A well-equipped Gymnasium are also available in the campus. Annual functions and cultural events are organized in the old building fields. Facilities for outdoor and indoor sports and games that include badminton, volleyball, carrom, chess, and cultural activities also exist in the Boys Hostels. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students are specially trained for participation in University level, DPI Sports and State competitions organized by Universities and States, Mathabhanga College has excelled at these events by winning prizes and awards in individual and group events. Some of the faculty members serve as instructors at the Yoga events.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

119.00150

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	<u>View File</u>

4.2 - Library as a Learning Resource

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

Library is fully computerized with barcode-based issue-and return process. The library is a member of N-list consortia of information library network (INFLIBNET) under this consortia library provides e-books and e-journals to faculty members. Furthermore, the college library has implemented the KOHA library management software for better and smooth functioning of the library operations and services

in the year 2022.

Library Services: The Library provides the following services to optimize the utilization of the reading materials held in the Library collection.

1. Reference Service.

2. An Open Access System to the students in the central reading room.

3. Display of Daily News Papers on the reading desk.

4. Provision of using journals and periodicals on requirement. The Library is kept open throughout the year except on public holidays and vacations.

5. Services of CD/DVD player are also available.

6. Library website of the Institute is functioning by 24/7 to provide digital content. Library Web OPAC service (Online Public Access Catalogue) can be accessed through the internet, hence our user community can access the catalogue from anywhere at any time.

7. We have NLIST consortium for online journal and eBooks

Library Photo gallery: https://www.mtbcollege.ac.in/photo-gallery/library.html

OPAC facility: https://mtbcollege-opac.kohacloud.in/

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://mtbcollege-opac.kohacloud.in/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

1.60180

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

11

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

60 Mbps internet bandwidth is available in the IQAC room, principal room, office and in each departments. In the college open area, 30-40 Mbps internet speed is available. The college regularly maintains the IT facilities. The following are some basic facilities for updating:

1. New computers has been purchased to meet the demand.
2. Computers are formatted on a regular basis.
3. The college formats the computer with the help of operators.
4. Anti-viruses are regularly installed on computers.
5. All computers have anti-viruses.
6. Wifi connectivity has been installed throughout the campus this year.
7. Wi-Fi connectivity is available as mentioned in the principal chamber, Office-room, IQAC room, all the departmental classroom. Free wifi facility are also available for the students.
8. CCTV is installed in all the important places in the year 2022. The student management system (admission) is maintained by Techno Digital Group. The library has developed the database of its own collection through the library software named ATHENOS 2.0. Furthermore, the college library has implemented the KOHA library management software for better and smooth functioning of the library operations and services in the year 2022.
9. Mathabhanga College pays a fee for maintenance.

In this head college spent following amount: (2023-24)

1. Computer Repairing & Software: 582626

2. Internet Bill: 166540

3. Computer: 469790

Total: Rs. 1218956/-

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

19.19517

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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

Our college adopts a systematic procedure for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports complex, computers, classrooms etc.

First we look the cleanliness program:

- **There are three employees for this purpose. They clean the**

campus on regular basis. They sanitize the classrooms, staffroom, seminar hall, laboratory and veranda. One employee look after the plants. Sweeper cleans all the toilets daily.
- Dustbins are kept in-front of the class rooms and office. Students are asked to throw the rough paper in these dustbins.
- There is five lab-attendant they clean the laboratory time-to-time under the supervision of HoD.
- Water purifier is maintained time-to-time.

Now, we give the details of academic and support facilities:

- There are Generators, it is maintained by a skilled person.
- Projectors, Computers, CCTVs, Wi-Fi and anti-virus etc. are maintained by a responsible non- teaching staff. In some case experience person are hired.

Maintenance of library and sports facilities:

- Four employee maintain the library. There is no post for sports care-taker.
- The Maintenance of sports ground is done by one non-teaching employee. College staff as well as alumni of the college helps him in this work partially, especially in ground making and organizing tournament and as in referee.

Infrastructure and furniture Maintenance: The building was constructed by the college and NBDC. In time-to-time college repair it.

Expenditure on maintenance of physical facilities (2023-24): Rs. 1919517/-

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

`1419`

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

`40`

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

251

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

251

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

134

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

8

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

20

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

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

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 2023-24 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 student union of Mathabhanga College with the help of cultural committee secretary organizes Nabin Baran Utsav, Basanto Utsav, Swarswati Puja, Milind Nabi and with Sport Secretary they have arranged Annual Sport 2023-24. Annual Magazine "Annistha"

published by Magazine secretary with the help of student representative of Mathabhanga College

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

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

8

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

MATHABHABHANGA COLLEGE ALUMNI ASSOCIATION (MCAA) was establishing on 22th February 2004. It was registered under the West Bengal Society Registration Act, 1961, Registration S/IL No. 46441.

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.**

Reformation of the Executive Committee of Mathabhanga College Alumni Association has taken place on 12th August 2022. Followings members have been selected as Executive Committee:

1. Rabindra Nath Roy Basunia (president)

2. Sukanata Sarkar (vice President)

3. Bipul Roy (Secretary)

4. Kajol Roy (Joint Secretary)

5. Joyraj Saha (convener)

6. Moni Ch. Barman (Joint Convener)

7. Rehena Parvin (Treasures)

File Description	Documents
Paste link for additional information	https://www.mtbcollege.ac.in/alumni.html
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mathabhanga College was founded in 1969 under the auspices of the University of North Bengal to address the educational needs of the youth in the community. Initially established as an Arts college, it subsequently expanded to include programs in Science and Commerce.

In 2015, following the establishment of Coochbehar Panchanan Barma University, the college became affiliated with this institution and now strictly follows the guidelines and regulations set forth by the university. Starting from the 2023-24 academic session, the college offers twelve distinct courses under the NCCF system. These include seven courses in the Arts discipline (Bengali, English, Economics, History, Philosophy, Political Science, and Sanskrit), three in the Science discipline (Chemistry, Physics, and Mathematics), one in Commerce (B.Com in Accountancy), and a three-year degree course in NCC. The college's vision is to deliver quality education at an affordable cost while fostering values, knowledge, and skills among its students. Notably, the admission and per semester course fees at this institution are the lowest compared to other nearby colleges. College also offer ragging free, crime campus with 24h CCTV surveillance.

File Description	Documents
Paste link for additional information	https://mathabhangacollege.ac.in/mission-vision-goal/
Upload any additional information	No File Uploaded

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

Since its inception, the college has been administered effectively through a decentralized approach. The institution prioritizes decentralization by ensuring equal opportunities for participation and contribution to its operations. The management of the college is overseen by the Principal, who serves as the administrative leader, supported by the College Governing Body, which includes the President, teacher representative, a government nominee, and a university nominee. This body is tasked with financial oversight and the execution of the institution's policies and facilities. Various groups and committees function within the college to carry out activities aligned with the strategic plan, including the IQAC, Teacher's Council, NAAC Committee, Examination Committee, IT Management Committee, Library Management Committee, U.G.C. Affairs Committee, Magazine Committee, Grievance Redressal Committee, Purchasing and Development Committee, Finance Committee, Building Committee, Sports Committee, Admission Committee, Research Committee, ICC, Anti-Ragging Cell, Cultural Committee, NSS Unit, and NCC Unit. Each department and committee is granted functional autonomy, fostering a culture of participation within the

institution.

File Description	Documents
Paste link for additional information	https://www.mtbcollege.ac.in/governing-body-administrators.html
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As an affiliated college of Coochbehar Panchanan Barma University, the institution is required to adhere to the regulations established by the university. Additionally, as a grant-in-aid higher education institution, it must comply with the directives of the West Bengal State Government and the University Grants Commission (UGC). The Governing Body is responsible for making final decisions at the administrative level. At the institutional level, the principal serves as the ultimate authority and reports directly to the Governing Body. Regular meetings are conducted between the Governing Body and the heads of the institutions. The principal updates the Governing Body on the college's activities and its needs. As the head of the institution, the principal oversees all academic and administrative functions. In the principal's absence, faculty members holding PhD degrees are entrusted with the responsibility of managing the institution. The administrative staff comprises fifteen permanent employees, with an additional twenty-one sanctioned by management on a contractual basis. Various committees are established to address academic, administrative, co-curricular, sports, and extension activities, each led by a chairperson and a convener, with additional conveners appointed as necessary.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://mathabhangacollege.ac.in/organogram/
Upload any additional information	**No File Uploaded**

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

Appointment Procedures: The recruitment of college faculty is conducted by the College Service Commission of the West Bengal Government, following the criteria set forth by them. Local hiring is carried out in accordance with university standards, and a committee consisting of the Principal, Head of Department, and subject matter experts evaluates the qualifications of candidates based on their interview performance and the specific criteria established for the position. The appointment of both permanent and temporary non-teaching staff is managed by the college authorities, ensuring adherence to government protocols and approval from the Governing Body.

Service Regulations: The institution rigorously implements service regulations in line with state government standards. Both teaching and non-teaching personnel are entitled to various benefits, including Provident Fund (PF), Employees' Provident Fund (EPF), Casual Leave, Earned Leave, Medical Leave, Child Care Leave, and Maternity Leave, among others.

Promotional Policies: Financial assistance in the form of half and full fellowships is awarded to deserving students based on their academic performance and financial need. Students are recognized for their accomplishments in sports and academics. Teaching and non-teaching staff receive a 3% salary increment as mandated by the West Bengal State Government, while teaching faculty are eligible for promotions in accordance with the Performance-Based Appraisal System (PBAS).

File Description	Documents
Paste link for additional information	https://mathabhangacollege.ac.in/uniform-leave-rules/
Link to Organogram of the Institution webpage	https://mathabhangacollege.ac.in/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Effective welfare measures for teaching and non-teaching staff and avenues for career development/progression:

1. EMPLOYEES CREDIT COOPERATIVE CREDIT SOCIETY LTD. COVERING PERMANENT TEACHERS. (Loan Facilities)

2. EMPLOYEES CREDIT COOPERATIVE CREDIT SOCIETY LTD. COVERING PERMANENT NON TEACHING EMPLOYEE (Loan Facilities)

3. Non-teaching staff can avail interest free festival advance up-to Rs 25,000 repayable in 10 months (14 Non- Teaching Staff, Including Permanent and Contractual taken advance in 2023-24)

4. Teaching Staff can avail interest free festival advance up- to Rs 30000 repayable in 15 months (15 teachers taken the festival advance in 2023-24)

5. SACT teachers can avail interest free festival loan up to Rs 10000 repayable in 10 Month.

6. Teaching and Non Teaching staff also benefited by all the facilities given by West Bengal Government

7. Cooperative loan are also available for permanent Teaching and Non-teaching Staff.

Teachers and non-teaching staff are all ways encouraged by the college authority to attain the professional development programme organized by college and other university and institute.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

2

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

4

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance appraisal system: The Performance Appraisal System of teaching staff is under the rules of UGC & Higher education. At the ending of every year, all teachers fill a Comprehensive Self Assessment. Teachers maintain the records of teaching, examinations, college work, Research and Project to calculate their API score. Appraisal for teaching staff is based on the Performance Based Appraisal Scheme (PBAS) proforma submitted by faculty seeking for promotion. The PBAS proforma details individual teachers' teaching-learning and evaluation related activities; research and academic contributions; administrative support and contribution in extra- and co-curricular activities as had been detailed in UGC guidelines.

Following teacher are promoted under PBAS in the year 2023-24:

Sri Shekhar Sarkar was promoted from Stage -1 to STage-2

There are no such methodologies for promotion of Non-teaching staff. Teacher and non-teaching staff gets 3% enhancement of their basic salary every year at the end of July as per West Bengal Government rule.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The financial statement of the college is subject to auditing by an external auditor designated by the Director of Public Instruction, in accordance with the regulations set forth by the Government of West Bengal. The external audit for the fiscal year 2022-23 was completed in August 2023, and the audit for 2023-24 will be conducted in compliance with the directives of the Government of West Bengal. The college has established a mechanism for coordinating and monitoring its internal administrative and financial affairs through the Finance Committee, Purchase Committee, and E-Tender Committee. All procurement activities are conducted following proper quotation procedures and in adherence to established rules and regulations. Each committee possesses specific powers and responsibilities.

The financial resources received from government grants are overseen by both an Accountant and the Principal. The college maintains accurate financial records through a cashbook, ledger, and voucher file. Major expenditures require prior approval from the Finance Committee, and all revenue collected is deposited into the bank. Only individuals with proper authorization are permitted to conduct banking transactions. Recurring expenses are processed through checks, and all such activities are reported to the Administrator for approval. Construction projects funded by government grants are carried out by the relevant Government Department, while those financed by college funds are supervised by the Principal, who appoints an Engineer to oversee the work.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The sources of funding are outlined as follows: 1. Fees: The institution collects fees from students enrolled in various courses, in accordance with university and government regulations. 2. Salary Grant: The College receives a salary grant from the State Government. To facilitate this, a quarterly budget detailing the anticipated salary grant requirements is prepared and submitted to the state government. This grant encompasses the salaries of Full-Time Permanent faculty, non-teaching staff, and SACT teachers assigned to granted positions. 3. State Government Grants: Our College is recognized under sections 2F and 12B of the UGC Act and holds Permanent Affiliation with the University. Consequently, we receive grants from the State Government and UGC aimed at the development and maintenance of infrastructure, enhancement of learning resources, and research initiatives, including funding for both Minor and Major Research Projects.

The policy and procedures for resource mobilization are as follows: 1. The institution has established UGC Committees in accordance with the directives issued by the UGC during the XII Plan. 3. The Purchase Committee ensures that all acquisitions are conducted appropriately and in compliance with established regulations. 4. The Finance Committee periodically reviews the mobilization and utilization of funds during its meetings. 5. Regular internal audits conducted by a Chartered Accountant, along with external audits from the government, ensure that resource mobilization is executed correctly. 6. The maintenance of the garden is managed by a

dedicated gardener. 7. The Principal monitors campus cleanliness and its effective use.

File Description	Documents
Paste link for additional information	https://www.mtbcollege.ac.in/tender.php
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

The following quality assurance initiatives have been implemented by the IQAC at Mathabhanga College:

- Special recognition, termed Kriti Sambardhana, is awarded to the top two students in each discipline during university examinations. - Comprehensive feedback analysis is conducted, followed by the preparation and implementation of action reports. - Oversight of various operational cells is maintained. - Provision of Wi-Fi facilities. - Essential amenities for students, including adequate purified drinking water and a well-functioning canteen.

To prepare students for their future careers, the IQAC regularly organizes career counseling and skill development training programs.

In its efforts to create an environmentally friendly campus, the IQAC has contributed to:

- The installation of solar panels and LED lighting. - Tree plantation initiatives at various times. - The development of a waste management system. - Conducting a green audit and minimizing paper usage through the digitalization of documentation.

To encourage research activities among faculty members, Kriti Sambardhana is awarded to the teacher with the highest number of publications in an academic year.

To enhance the quality and reputation of the institution, the IQAC focuses on:

- Conducting regular meetings. - Submitting the Annual Quality Assurance Report (AQAR). - Timely submission of the All India Survey on Higher Education (AISHE) report. - Applying for the National

Institutional Ranking Framework (NIRF). - Preparing the academic calendar. - Compiling action reports and future plans.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and Durgapuja vacations, examination schedule are notified in the Academic Calendar. All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching learning process, the system of continuous evaluation, compulsory core courses, various cocurricular activities, discipline and culture of the Institute. All students are provided with the Student I-Card that provides details relevant for students. Students are apprised of the Time-Table, Programme structure, syllabi of the courses before the semester commences. IQAC are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process. Feedback from students is also taken individually by teachers for their respective courses. Feedback is properly analyzed and shared with the Principal and faculty members. The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

File Description	Documents
Paste link for additional information	https://mathabhangacollege.ac.in/about-iqac/
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for	**A. All of the above**

improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Specific initiatives in critical areas are outlined as follows:

Safety and security: The safety of female students is of paramount importance on every college campus. In contemporary times, fostering a secure and supportive campus environment presents both a responsibility and a challenge for college administrators and students alike. Institutions should offer a comprehensive array of security features specifically designed for female students, supported by a dedicated team of security personnel. It is a prevalent situation that many outstation students, who are enrolling in various courses, are leaving their homes and cities for the first time. Consequently, it is essential for institutions to create a comfortable and secure atmosphere that evokes a sense of being 'at home' on campus.

The college maintains 24-hour CCTV surveillance, which serves to monitor and deter antisocial behaviour. This surveillance encourages students and staff to remain vigilant. Furthermore, it promotes discipline and instils a sense of security among students and their families. Students are required to wear identification cards at all times to verify their identity. The institution is committed to ensuring the well-being of its students in all respects.

The Internal Complaint Cell (ICC) is actively engaged within the college, organizing various events focused on raising awareness about important issues. Additionally, facilities such as a Girls' Common Room and a Day Care Room are available on campus.

Awareness Program.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mathabhangacollege.ac.in/

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Management of the various types of degradable and non-degradable waste

Solid waste management: For solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source. Solid wastes are disposed at the concrete made disposal placed just behind the E-block campus of the college.

Liquid Waste Management: The waste water is carried out through the pipeline. This system is made by the Public Welfare Department of

the state government.

Biomedical Waste Management- There is no biomedical waste management system in the college.

E-waste Management- The electronic wastes from the computer lab are used to keep in a separate room.

Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

The e-medical Waste Management- There is no e-medical waste management system in the college. Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and radioactive waste management system in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles	A. Any 4 or All of the above

    2. Use of Bicycles/ Battery powered vehicles

    3. Pedestrian Friendly pathways

    4. Ban on use of Plastic

    5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution actively undertakes various initiatives to foster an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socioeconomic, and other diversities. By celebrating numerous national and international days, events, and festivals, the institution strives to instill a spirit of unity and mutual respect among students, staff, and other stakeholders.

With great enthusiasm, the institution commemorates national festivals, birth anniversaries, and memorials of eminent Indian personalities such as Swami Vivekananda, Pandit Ishwar Chandra Vidyasagar, and Manishi Thakur Panchanan Barma. Additionally, vibrant cultural events like Basanto Mahotsav, Nabin Boron Utsav, and Drama Festivals are organized to enhance social and cultural engagement.

As part of its commitment to fostering communal harmony, the institution also celebrates Saraswati Puja, Vishwakarma Puja, and Milad-un-Nabi on the college campus, reflecting the rich cultural and religious diversity of our society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Mathabhanga College is dedicated to fostering constitutional values, rights, duties, and responsibilities among students, staff, and stakeholders through various programs and initiatives.

The college celebrates Independence Day (August 15) and Republic Day (January 26) with great enthusiasm, organizing cultural events and activities that highlight the principles of freedom, equality, justice, and solidarity. National Voters' Day is observed to emphasize the importance of voting and democratic participation, while legal awareness programs educate stakeholders on their rights and responsibilities.

To instill civic and social responsibility, the institution conducts blood donation camps, Communal Harmony Campaign Week & Flag Day, Women's Day celebrations, World Environment Day observance, and the Swachh Bharat Cleanliness Drive. Additionally, initiatives like the Student Credit Card Awareness Camp help students understand financial assistance opportunities for higher education.

Teaching and non-teaching staff actively engage in the democratic process by participating in voter duties, further strengthening the college's commitment to nation-building and social responsibility. Through these efforts, Mathabhanga College aims to create responsible citizens who uphold the values of the Indian Constitution and contribute meaningfully to society.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

| 7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of | B. Any 3 of the above |

Conduct are organized	

File Description	Documents
Code of ethics policy document	[View File](#)
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college is committed to commemorating various events and festivals as a fundamental aspect of education and the cultivation of a robust cultural identity among students. Throughout the academic year 2023-24, the institution has made significant efforts to observe both national and international occasions. Notable celebrations have included Rabindra Jayanti (the birth anniversary of Pandit Rabindra Nath Tagore), International Women's Day, the birth anniversary of Manishi Thakur Panchanan Barma, Saraswati Puja, International Mother Language Day, Republic Day, World AIDS Day, Teachers' Day, Independence Day, International Yoga Day, World Environment Day, Foundation Day, Sanskrit Divas, and Vasudha Vandana, among others.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practices I

Title of the Practice:

Promotion of Sports Culture

Objectives of the Practice

The college is recognized for its commitment to promoting sports among its students. Sports play a vital role in a comprehensive liberal education. Mathabhanga College is dedicated to motivating, supporting, and empowering young individuals in their athletic pursuits. Participation in sports offers students benefits that extend beyond physical fitness, significantly enhancing their self-esteem. The primary goal is to foster self-confidence, social skills, ambition, teamwork, and resilience in the face of challenges. The college has successfully trained numerous students and firmly believes in the values and competencies that sports can cultivate. In recent years, the institution has hosted a variety of sports events.

Best Practice II

Title of The practice:

Kriti Sambardhana

Objective of The practice:

The primary purpose of organizing a student recognition program and teacher felicitation program is to acknowledge and celebrate the creative talents and accomplishments of the exceptional students and teachers within our institution. This initiative aims not only to honor the achievements of our students and teacher but also to uphold our core values and principles, such as discipline, compassion, and a passion for learning. We firmly believe that such recognitions serve as a means to promote positive behavior and a spirit of healthy competition. They have consistently fostered an environment that is ethical, supportive, and conducive to growth across all areas of endeavour's, the noble objectives of the practice are:-

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Preparation of NAAC accreditation:

We received a C+ accreditation from NAAC on February 10, 2007, during our initial cycle. However, after a period of nearly 14 years, we began preparations for our second cycle of accreditation in 2021, which was delayed due to administrative challenges. Initially, we submitted all previous AQARs, followed by the IIQA. After a 45-day period post-IIQA acceptance, we successfully submitted the SSR, which was subsequently accepted after clarifications from the DVV. The NAAC team is scheduled to visit on February 13 and 14, 2024. In preparation for this visit, we have undertaken several essential initiatives, as outlined below:

1. Enhancement of campus aesthetics through cleaning, painting, and project work involving students and faculty.

2. Compilation of documents for every department.

3. Development and renovation of new roads, office spaces, a gymnasium, sports facilities, and a well-decorated canteen.

4. Construction of a modern cycle stand and seminar room.

5. Furnishing of the new building with contemporary furniture, curtains, tables, and chairs.

6. Upgrading IT facilities across the campus, including the acquisition and distribution of new computers, scanners, printers, and projectors to all departments.

7. Improvement of Wi-Fi connectivity throughout the campus.

8. Installation of CCTV systems across the campus for enhanced safety.

9. Automation of the library with digital resources for students and faculty.

File Description	Documents
Appropriate web in the Institutional website	[View File]
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Plan of Action for the Academic Year 2024-25

- **Finalize the academic calendar for 2024-25.**
- **Regularly update the college website with relevant information.**
- **Maintain and upgrade e-governance systems for improved efficiency.**
- **Encourage seminars, special lectures, conferences, workshops, and Add-on courses.**
- **Motivate faculty to participate in FDPs, workshops, and publish research in reputed journals.**
- **Ensure timely promotions for teaching staff under the Career Advancement Scheme (CAS).**
- **Upgrade laboratory facilities in departments like Physics, Chemistry, Mathematics, and Geography.**
- **Procure additional books based on departmental requirements.**
- **Develop and implement a fire extinguishing system on campus.**
- **Strengthen the Anti-Ragging Cell, ICC, and Grievance Redressal Cell for student awareness.**
- **Encourage active alumni involvement in institutional development.**
- **Provide coaching for competitive exams to students.**
- **Organize workshops on professional ethics, Indian Knowledge Systems, mental health, and yoga.**
- **Host recognition programs for students and faculty with outstanding achievements.**
- **Ensure proper implementation of internal assessment processes.**
- **Prepare the financial budget for the year.**
- **Conduct an academic audit to maintain quality standards.**
- **Implement academic and administrative audits to assess institutional effectiveness.**
- **Offer courses to enhance student employability.**
- **Provide value-added courses to enrich student experience.**
- **Ensure the proper functioning of college clubs and units like NCC and NSS.**