



**MAHARAJA BIR BIKRAM UNIVERSITY
AGARTALA, TRIPURA**

**ACADEMIC AUDIT REPORT
2016-2022**



INTERNAL QUALITY ASSURANCE CELL



Maharaja Bir Bikram University

Academic Audit Report
(2016 - 2022)

Internal Quality Assurance Cell
Maharaja Bir Bikram University
College Tilla, Agartala - 799004
Tripura, India

Academic Audit Committee conducted a meeting on **June 09, 2022 at the office of IQAC, MBB University** to approve the minutes to minutes program and finalized the parameters for assessment as per NAAC guidelines. Following Members of Academic Audit Committee were present:

1. **Prof. Projit Kumar Palit** – *Chairman*
Professor, Dept. of History,
Assam University, Silchar, Assam.
2. **Prof. Binod Chandra Tripathy** – *Member*
Professor, Dept. of Mathematics,
Director, IQAC, Tripura University.
3. **Dr. Runu Dhar** – *Member Secretary*
Associate Professor, Dept. of Mathematics,
Coordinator, IQAC, MBB University.

Audit committee examined the academic activities followed by MBB University as per guidelines of NAAC on June 09, 2022 and the observations are listed below:

- Audit committee members interacted with all the faculty members of MBB University about their responsibility and their performance for the Department and University as a whole.
- The committee visited the Department of Mathematics, Political Science, Library and Information Science, English, Integrated Master Degree Program in Chemistry and Commerce and NSS Cell, Centre for Goods and Service Tax (GST), Dept. of Political Science, Centre for Library Automation and Networking (PGDLAN) under the Department of Library and Information Science and the members interacted with HoDs/In-Charges and all other faculty members of respective Department.
- The members examined the Time Tables, Internal Examination Systems, Class work load and others responsible assigned by the University.
- After examined the parameters as per NAAC requirement, the academic performance of the Department from highest to lowest order were listed below:
 - i) Department of Mathematics
 - ii) Department of Library and information Science
 - iii) Department of Political Science
 - iv) Department of EnglishIMD programs of the University:
 - i) Integrated Master Degree Program in Chemistry
 - ii) Integrated Master Degree Program in CommerceDiploma Courses of the University
 - i) Diploma in GST
 - ii) Post Graduate Diploma in Library Automation and Networking (PGDLAN)



Department-wise Report



▪ Department of Mathematics:

Strength of the Department:

Publication: Journal (Scopus/ UGC-CARE list/ Referred/ Peer Reviewed): 22

Edited Books: 02; Book Chapters: 17; Conference organized: International: 2 & National: 5

Weakness of the Department:

Research Project should be generated and patent may be filed. Enrollment of Foreign students in different program should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.

▪ Department of Library & Information Science:

Strength of the Department:

Publication: Journal (Scopus/ UGC-CARE list/ Referred/ Peer Reviewed): 07

Edited Books: 03; Book Chapters: 13; Conference organized: International: 1 & National: 4

Weakness of the Department:

Research Project should be generated and patent may be filed. Enrollment of Foreign student in different programs should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.



▪ **Department of Political Science:**

Strength of the Department:

Publication: Journal (Referred/ Peer Reviewed): 05

Edited Books: 02; Book Chapters: 3; Conference organized: International: 2 & National: 6

Weakness of the Department:

UGC-CARE listed journal publication, Research Project should be generated. Enrollment of Foreign students in different programs should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.

▪ **Department of English:**

Strength of the Department:

Publication: Journal (Referred/ Peer Reviewed): 02

Conference organized: International: 1 & National: 3

Weakness of the Department:

UGC-CARE listed journal publication, Research Project should be generated. Enrollment of Foreign students in different programs should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.



■ **Integrated Masters Degree in Chemistry (Assessment Year: 2020 – 2022):**

Strength of the Department:

Publication: Journal (Scopus/ UGC-CARE list/ Referred/ Peer Reviewed): 21

Book Chapters: 06; Conference organized: State level: 04

Research Project: 01

Weakness of the Department:

Research Project should be generated and patent may filed. Enrollment of Foreign students in different programs should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.

■ **Integrated Masters Degree in Commerce (Assessment Year: 2020 – 2022):**

Strength of the Department:

Publication: Journal (Referred/ Peer Reviewed): 9

Books: 01

Weakness of the Department:

UGC-CARE listed journal publication, Research Project should be generated. Enrollment of Foreign students on different programs should be considered. SWAYAM Course should be included in PG program. Student should be motivated for competitive examination.

Diploma in Goods and Service Tax (Assessment Year: 2020 – 2022):

Strength of the Department:

It is a self financed value added course that generates fund for the University and also provides practical knowledge of taxation methods that is helpful for self employment and job opportunity.

Weakness of the Department:

Number of admitted students should be increased. More efficient academicians and professionals should be involved.

- **Post Graduate Diploma in Library Automation and Networking (Assessment Year: 2021 – 2022):**

Strength of the Department:

It is a self financed value added course that generates fund for the University and also provides practical knowledge of library automation and networking that is helpful for job opportunity.

Weakness of the Department:

Number of admitted students should be increased. More efficient academicians and professionals should be involved.

Observations and suggestions:

- Student feedback for the assessment of the teacher to be made more effective and their participation in the management and decision making needs to be strengthened.
- The Members suggested to regularize the peer-reviewed *Adhyayan* journal and to maintain the standardization as per UGC guidelines. Subscription charges of this journal should be decided and included.
- The University should fill up all the sanctioned posts. All the vacant posts should be filled up by engaging the equal number of Guest Teachers/Retired Teachers until the filling up of sanctioned posts.
- Members suggested that Internet Facility with WIFI connection be provided to the Academic Block as soon as possible.
- It was suggested that University should take initiatives to set up smart classrooms for each Department.
- It was suggested that print/online Journals, Text Books and Reference Books for each Department should subscribed/procured for the Faculty Members, Research Scholars and Students.
- It was suggested that the Departments should be prioritized for Research and apply for Research Projects. Moreover, efforts should be taken by the faculty members to publish research articles in reputed peer reviewed journals/ UGC CARE list/ Scopus list.
- It was suggested that the Faculty Members should participate and organize various academic events such as Seminars, Conferences, Workshops, FDP etc.

- Faculty Members were advised to encourage the students to opt for SWAYAM courses as their Open Electives. It was also advised that the faculties should opt for the Faculty Development Programs offered by SWAYAM portal.
- Faculty Members were advised to prepare Programme Specific Outcomes and Objectives for each Course. Each Department should run atleast one SWAYAM course.
- The members expressed their satisfaction with the outreach and community development programme run by the NSS unit. Dedicated NSS office should be allotted.
- It was suggested that the faculty Members should take initiatives to collaborate with other institutions and organizations for research, faculty & student exchange program.
- The committee suggested to introduce Faculty Feedback Form as per NAAC guidelines.
- It was suggested that “Research and Publication Ethics” course to be incorporated as a paper in the PhD Course Work.
- It was suggested that University should encourage and support all the faculty members of IMD Chemistry Program and IMD Commerce Program of MBB University.
- It was suggested that the Departmental Examination Committee (DEC), Board of Post Graduate Studies (BPGS) and Departmental Research Committee may be constituted for IMD Program in Chemistry and Commerce.
- As per requirement of IMD Chemistry Program, the University provided Rs 4,99,927/- and this fund should be utilized as early as possible and maintain the labs as per guidelines of UGC.
- It was suggested that In-Charge of the IMD program in Chemistry and Commerce may be included as invitee members of IQAC, MBB University.
- It was suggested that the University Library Facility to be extended for IMD Chemistry and Commerce students.
- It was suggested that proper waste management system and disaster safety measures should be introduced in the Academic and Administrative Buildings. Proper management of harmful chemical waste of IMD Chemistry laboratory should be followed.
- It was suggested that Reference Books /Journals to be procured for the Research Scholars and faculty Members according to their requirement.
- It was suggested that Departmental Library to be introduced.
- It was suggested that NEP 2020 based syllabus and other administrative & academic reforms should be introduced.
- It was suggested that Department/Supervisor should maintain the attendance record of PhD Scholars as per UGC guidelines.

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- The committee suggested issuing bonafide registration certificate, PhD Course Work mark sheet, identity card and library card for the PhD Research Scholars.
- It was suggested that plagiarism checking software support should be made available.
- It was suggested that the University should take initiatives to publish final semester result and issue mark sheet on time.
- It was suggested that strict security measures and sufficient number of lights should be installed around the Academic Building and the connecting roads, especially during Evening and Night time to ensure the safety.
- University should setup separate washroom for students and staffs (teaching and non-teaching).
- It was suggested that Research Scholars Forum be introduced. At least one faculty member or HOD/In-charge of each Department should be a member of the Forum. The Forum should organize Seminar/Conference/Symposium and other various academic events.
- It was suggested that Teachers Council/Association to be formed.
- It was suggested that Students Council/Association to be formed.
- It was suggested that the University should conduct its Convocation program.
- It was suggested that University should establish a Placement Cell with necessary infrastructure.



Prof. Projit Kumar Palit
Professor
Department of History
Assam University, Silchar, Assam



Prof. Binod Chandra Tripathy
Professor, Department of Mathematics
Director, IQAC
Tripura University, Suryamaninagar, Tripura



Dr. Runu Dhar
Coordinator, IQAC, MBB University



**MAHARAJA BIR BIKRAM UNIVERSITY
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**ACADEMIC AUDIT REPORT
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ACADEMIC AUDIT REPORT 2022-2023

Academic Audit of all Academic Departments of Maharaja Bir Bikram University for the Academic Year 2022-2023 was conducted on February 18-19, 2023. Different Departments have given presentations of their activities in their respective Departments. Members of the Committee have also shown keen interest and critically examined all documents furnished by each Department. Members of the Committee have also given their suggestions for improvement.

Following are Members of Academic Audit Committee:

1. **Prof. Vijay Kumar Karn** – *Chairman*
Professor, Dept. of Sanskrit,
Naba Nalanda Mahavihara, Bihar
2. **Prof. Binod Chandra Tripathy** – *Member*
Professor, Dept. of Mathematics,
Tripura University.
3. **Dr. Runu Dhar** – *Member Secretary*
Associate Professor, Dept. of Mathematics,
Coordinator, IQAC, MBB University.

Maharaja Bir Bikram (MBB) University was established in 2015 under Maharaja Bir Bikram University Act, 2015 (Act No. 6 of 2015) passed by the Tripura Legislative Assembly.

The Academic Programme of the University started during 2016-17 Academic Session.

Presently, there are 5 (five) PG Departments in the University viz. Department of Mathematics, Department of English, Department of Political Science, Department of History and Department of Library & Information Science (BLIS and MLIS) and 02 (two) Integrated Master degree courses in Chemistry and Commerce.

The Ph.D. programme in the University started during 2019-20.

IQAC is functioning from 2018 and taken lot of initiatives in the field of academics and organized many seminars, workshops, conferences etc.

The University has a vibrant and active Alumni and the Alumni Association is organizing various activities and programmes.

The NSS activity in the University is praiseworthy. Regular awareness campaign against drug usage, HIV/AIDS and environmental issues are organized in the University and in the adopted village of MBB University.

General Observations and Suggestions:

1. Members expressed their full satisfaction over the teaching & learning process of the Departments, conduction of Academic Events, Internal Assessments, Semester End Examinations and Students' Development Initiatives introduced by each Department of the University.
2. Members of the Committee observed that the activities of all the Departments during the academic year were satisfactory.
3. To meet up the shortage of faculties the University may engage eminent Professors as expert faculties for invited lectures and engage more guest faculties.
4. The Canteen in the University already constructed and steps to be taken to make the canteen functional so that students and employees can get quality food and beverages.
5. It was suggested that Online Journals and reference books for each Department be subscribed/procured for the Faculty Members, Research Scholars and Students.
6. The University has taken necessary steps for awarding of Ph.D. degree to the Research Scholars within the specified time maintaining UGC Regulations, guidelines and all other codal formalities.
7. Departments are to take more number of projects and involve in research activities.
8. It was suggested that efforts may be taken by the faculty members to publish research articles in reputed peer reviewed/UGC-Care List/Scopus journals.
9. It was suggested that the departments may support and encourage the Faculty Members to participate in various academic events such as Seminars, Conferences, Workshops etc. and Faculty Development Programs such as Orientation Programs, Refresher Courses, and Training Programs etc.
10. Faculty Members were advised to encourage the students to opt for courses offered by SWAYAM/NPTEL as their Open Elective courses. It was also advised that faculties should opt for the Faculty Development Programs offered by SWAYAM portal.
11. The University may establish the Medical Facility for the students and employees within the campus.
12. Each departments are providing open elective course which is inter-disciplinary in nature.
13. To improve the Communication Skills the Department of English is offering a course on Communication Skills for all the students.
14. An elective course is offered by the NSS Unit to generate awareness about the environment, ethics and to promote moral values and sacrifice.
15. It was suggested that a space may be provided for Research Scholars in each department.
16. It was suggested to identify the slow and advanced learners.
17. It was suggested to frame Mission and Vision for each Academic Department.
18. Regular workshops on human values and ethics may be conducted for the students.
19. Remedial classes for slow learners and counseling for the students facing depression and anxiety need to be addressed more effectively.

20. The class rooms of the Academic Building may be named in the name of great Indian Philosophers whose messages may be displayed with board in the class room.
21. Regular faculty need to be appointed for smooth functioning of Department of History and more number of teaching posts to be created for the Department of History.
22. Efforts should be made to create permanent Teaching Posts for running the IMD programmes of Chemistry and Commerce in a better way along with opening of more departments of Sciences, humanities and Social Sciences.
23. It is praise worthy that Indian Knowledge System as per NEP-2020 been introduced in the syllabus of each PG Departments.
24. Practice of Two (2) numbers of Internal Assessment followed by semester end exam is a strength of University in terms of enriching quality education.
25. The functions of Red Ribbon Club, Movie Club, Photography Club etc. is appreciable.

Despite many deficiencies the Committee members unanimously expressed satisfaction for quality research publication of faculties with the deep involvement in various programmes in the University. The administration seemed committed for making excellent co-ordination among various stakeholders.

The Committee observed that the MBB University may come forward for its value based programmes as an outreach activities among the communities of Tripura and to create a bonding between education and development of society.

Department-wise Report:

Department of English:

1. In spite of two faculty members the teaching learning of the Department is highly satisfactory and congenial to the students.
2. It was advised that Slow Learners to be identified and more emphasis be given to the slow learners.

Department of Library & Information Science:

1. In spite of a single faculty member the progress of the Department is highly satisfactory.
2. Students should be exposed for different job opportunities related to the Library and Information Science within and outside North East India.
3. Students should be trained with latest ICT infrastructure for their theoretical and practical knowledge development.

Department of Mathematics:

1. In spite of two faculty members the teaching learning process of the Department is highly satisfactory.
2. The achievements of the students in extracurricular and research activities are appreciated by the audit members.
3. University may procure more mathematical software for the practical knowledge development of the students of the Department of Mathematics.

4. Faculty members were suggested to explore new fields of core and interdisciplinary researches in Mathematical sciences.

Department of Political Science:

1. In spite of three faculty members, the teaching and learning of the Department is sound and satisfactory.
2. It was advised that Slow Learners to be identified and more emphasis be given to the slow learners and research projects.

Department of History: (Self Finance Course)

1. The Teaching and Learning of the Department is encouraging and satisfactory though it is run only by Guest and Visiting Teachers.
2. It was advised that Slow Learners to be identified and more emphasis be given to the slow learners.

Integrated Masters Degree Programme in Chemistry:

1. Introduction of Integrated Masters Degree in Chemistry by the University according to the recommendations of NEP 2020 was appreciated by the members.
2. Members have found the teaching and learning process carried out by the faculty members of the Department of Chemistry of MBB College and BBM College, who conduct the classes is highly satisfactory.
3. The University was suggested to provide necessary & adequate laboratory facility and procure text as well as reference books for this course in the University library.

Integrated Masters Degree Programme in Commerce:

1. Introduction of Integrated Masters Degree in Commerce by the University according to the recommendations of NEP 2020 was appreciated by the members.
2. Members have found the teaching and learning process carried out by the faculty members of the Department of Commerce of MBB College and BBM College, who conduct the classes is quite satisfactory.
3. The University is suggested to procure more numbers of text as well as reference books for this course in the Departmental Library and the University library. They also suggested academic industries tie-up.

Post Graduate Diploma in Library and Automation Networking:

1. Members appreciated the introduction of this professional course according to the requirements of present job markets.
2. More number of teachers should be engaged for catering the best service to the stake holders. The students should be informed about the employability aspects of this course and encouraged to go for this course.
3. Students should be trained with latest ICT infrastructure essential for library automation for their theoretical and practical knowledge development.

Diploma in Goods & Services Tax:

1. Members appreciated the introduction of this professional course according to the requirements of present job markets and self-employment (Atmanirbhar).
2. More number of teachers may be engaged for providing wide knowledge. The students may be informed about the employability aspects including self employability of this course and encouraged to take this course.

Photo gallery:



Audit Team and Faculty Members



Audit Team at Academic Building



Smart Classroom



Library



Department of English



Department of Mathematics

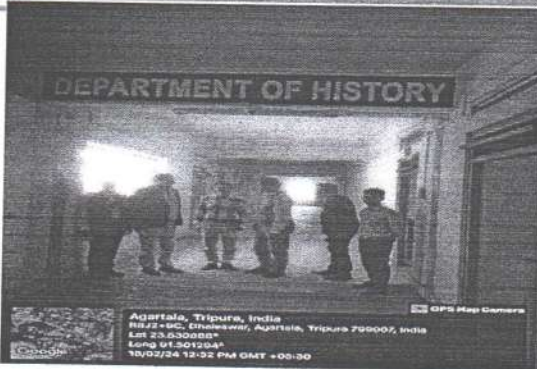


Department of Library and Information Science



Department of Political Science

ACADEMIC AUDIT REPORT 2022-2023



Department of History



Department of Commerce

Department of Chemistry



Library

Hindi Section, Library

VK
 19/12/2024
 Prof. Vijay Kumar Karn
 Department of Sanskrit
 Naba Nalanda Mahavihara, Bihar

B. Tripathy
 19/02/2024
 Prof. Binod Chandra Tripathy
 Department of Mathematics
 Tripura University, Suryamaninagar, Tripura

R. Dhar
 19/02/2024
 Dr. Runu Dhar
 Coordinator, IQAC, MBB University



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ADMINISTRATIVE AUDIT REPORT 2016-2022

Administrative Audit Committee conducted a meeting on **June 10, 2022** at the **Conference Hall-I, Administrative Building, MBB University** with the Vice-Chancellor, Registrar, Assistant Controller of Examinations and Library In-Charge to approve the minutes to minutes program and finalized the parameters. Following are the Members of Administrative Audit Committee:

1. Prof. Projit Kumar Palit

Professor, Dept. of History, Assam University, Silchar, Assam. – Chairman

2. Prof. Binod Chandra Tripathy

Professor, Dept. of Mathematics, Tripura University. – Member

3. Dr. Runu Dhar

Associate Professor, Dept. of Mathematics, MBB University. – Member Secretary



Audit committee examined the administrative activities followed by MBB University as per guidelines of NAAC on June 10, 2022 and the observations are listed below:

- Encourage Common research labs for inter-disciplinary interaction and research.
- Sports activities should be improved and Sports board should be established.
- Decentralization of evaluation of answer scripts of each examination of UG and PG.
- The tabulation sheet & mark sheets of the respective subjects should be checked & signed by the concerned Head of the Department, before the declaration of the results and issuing mark sheet of respective subjects.
- Publication of final semester result should be expedited.
- Convocation should be regularized.
- The corpus fund should have a separate account.
- Fee structure of students' should be modified and enhanced.



- Academic calendar should be introduced from July – June every year and leaves should be maintained according to the Academic Calendar.
- Campus map should be placed at the Administrative and Academic Building.
- A diary register should be maintained by every mentor. The details of the students, address, and contact details should be recorded. It should be verified by the authority.
- Academic Dean, Dean of Students' Welfare should be appointed as per UGC rules.
- The nomenclature of the “Coordinator” of IQAC should be changed to “Director” of IQAC.
- Two outsourcing staff may be appointed for IQAC.
- More dustbins should be provided in the campus.
- Campus should be plastic free zone.
- Anti-Ragging awareness programs should be organized and sign board should be put in proper places.
- Felicitation in terms of certificates/medals/incentives to staff (teaching and non-teaching) should be adopted for their achievements and good services in occasion of Foundation Day..
- Lift and ramp are available.
- Campus is poster/stamp/tobacco free zone.
- Contractual/Retired medical officer should be appointed.
- Dedicated canteen for students and staff (teaching and non-teaching) should be established.
- Start-up programs should be encouraged for the students to be more innovative. As the students are from diverse backgrounds national/international, it gives them an opportunity to learn about the language, tradition, and culture of different places thus helping them to adjust to various life situations.
- Regular workshops on human values and ethics may be conducted for the students.

ADMINISTRATIVE AUDIT REPORT 2016-2022

- Remedial classes for slow learners and counseling for the students facing depression and anxiety need to be addressed more effectively.
- Explore the ways to offer dual degree programs.
- Faculty exchange programs with various top tier Institutes across the globe need to be explored.
- Offer Short term/Certificate courses of one or more years duration to working professionals.
- University needs to improve its reward policy to ensure the attraction of researchers and students.
- PhD increments and promotion through CAS for Faculty Members should be regularized.
- Bicycles should be used between administrative and academic buildings.
- Alumni Association should be strengthened by making a proper registered society. It should have a separate bank account.
- Rainwater harvesting, Vermicompost facility and Generation of solar power should be introduced.
- University has a lush green campus measuring 19.1898 acres.
- Swap and UPI system has been completed.



Prof. Projit Kumar Palit
Department of History
Assam University, Silchar, Assam



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Director, IQAC
Tripura University, Suryamaninagar, Tripura



Dr. Runu Dhar
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ADMINISTRATIVE AUDIT REPORT 2022-2023

Administrative Audit of all Administrative Sections of Maharaja Bir Bikram University for the Academic Year 2022-2023 was conducted on February 19, 2024. Members of the Committee have visited all Administrative Sections and critically examined all documents furnished by each section. Members of the Committee have also given their suggestions for improvement.

Following are Members of Administrative Audit Committee:

1. **Prof. Vijay Kumar Karn** – *Chairman*
Professor, Dept. of Sanskrit,
Naba Nalanda Mahavihara, Bihar
2. **Prof. Binod Chandra Tripathy** – *Member*
Professor, Dept. of Mathematics,
Tripura University.
3. **Dr. Runu Dhar** – *Member Secretary*
Associate Professor, Dept. of Mathematics,
Coordinator, IQAC, MBB University.

The Welcome Meeting

The audit started on the 19th February, 2024 at 11.30 AM with a welcome meeting of the External Audit Team members with the Vice Chancellor and all officers of MBB University in the Conference Hall-I, Administrative Block. In the meeting Honourable Vice Chancellor welcomed all the external members of the Audit Team. The Vice Chancellor explained to the house the need and purpose why such audits are necessary for institutes of higher education. He also expressed that the university expects the audit team to suggest the areas of improvement in the administrative functioning of the university, following which there shall be a significant upliftment in the performance of the university in its ongoing quality improvement initiatives. The welcome meeting ended with thanks to the chair.

Following the end of the welcome meeting, the Audit team started visiting the different administrative sections/branches/cells/center of the University and interacted with the officers and office staff there to understand the process of their functioning.



Meeting with the Vice-Chancellor before starting the Audit

ADMINISTRATIVE AUDIT REPORT 2022-2023

Report of the Audit Team based on their visit to the different administrative sections/branches/cells/center etc.

General Observations:

Audit committee examined the administrative activities followed by MBB University on February 19, 2023 and the observations are listed below:

1. The offices of Vice-Chancellor, Registrar, Controller of Examinations, Assistant Controller of Examinations are functioning smoothly and efficiently.
2. The offices of College Development Council, Drawing & Disbursing Officer, Assistant Registrar are functioning smoothly and efficiently though there is no full time officer in these offices..
3. The Establish Section is doing good over all in spite of shortage of staff. The section maintains the minutes of the meetings. Records of old files are maintained properly.
4. The Receive and Dispatch section is doing well.
5. The Academic Section is functioning smoothly.
6. The Store Section maintains the records properly.
7. The RTI cell is keeping all records properly and addresses all RTI queries in time.
8. The Reservation Roster is properly maintained as per Government of Tripura Rules.
9. The Accounts Section is functioning very smoothly inspite of shortage of staff.
10. The Tender Section runs very smoothly and issues tenders as per the rules.
11. The Stipend Section looks after the scholarship issues of the students nicely.
12. The Examination Branch functions smoothly with 100 % automation. It conducts the examinations with the help of affiliating colleges and publish the results mostly on time. Students grievance are duly addressed by the examination department.
13. Online Evaluation system was successfully completed for PG and Law Exams during 2023.
14. The Research and Development Section is functioning nicely.
15. Budget is prepared as per Government system. Head wise allocation of fund has been reflected in the budget prepared.
16. A good number of text and reference books are available in the Central Library. The process for digitization of library is going on. Library has a full-fledged Hindi Section under the financial grant of North East Council (NEC).
17. A Central Computer Lab for the students equipped with proper infrastructure is functioning.
18. Lift and ramp are available.
19. University has a lush green campus measuring 19.1398 acres. The entire campus declared as plastic free zone. University maintained total cleanliness in the campus and committed to protect the pristine environment in and around the campus.
20. The Campus is poster & tobacco free zone. Zero tolerance against drug and IDU practice, massive awareness campaign has been taken up against drug use and HIV/ AIDS.

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21. Movement of all files are duly monitored and timely disposed. Due administrative action are taken against the defaulting employees.
22. Sincere efforts has been taken for regularization of the non-teaching employees and maintaining career progression of the teaching employees.
23. Swap and UPI system has been completed.
24. Every financial year the Audit and Accounts were duly compiled and placed before the government. The Indian Audit and Accounts Department, Office of the Principal Accountant General (Audit), Tripura, Agartala completed the Audit from June 2016 to December 2020 and appreciated the maintenance of accounts of MBB University.
25. Most of the purchasing of University are done through Government e-Market Place (GeM).
26. Online admission system gradually introduced in the MBB University.
27. All issues and correspondence are addressed on time and replies were sent accordingly.
28. College Development Council played an important role to introduce National Education Policy 2020 in the affiliating colleges from the Academic Session 2023-24.
29. Rs. 20 Crore grant received under PM-USHA for strengthening of infrastructure of MBB University.
30. Internal resource through collection of fees and donation from public are being generated and promoted.
31. Internal Complaints Committee of MBB University functions properly in accordance with the UGC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, and no such complaint is found during the assessment period.
32. A Merit Scholarship in the Department of Chemistry under MBB University instituted in memory of the departed souls namely Late Partha Sarathi Das, Late Himani Singha Das and Late Amulya Bihari Das, which is sponsored by Dr. Anita Das (sister of Late Partha Sarathi Das).

Exit Meeting:

A exit meeting was held on 19.02.2024 at 2.30 PM. The Chairman and other members of the Audit Team briefed about the audit and provided suggestions accordingly.



Suggestions:

- First aid facility is available and Health Centre could be set up.
- Attempt to be made for publishing the final semester result in accordance with the academic calendar.

ADMINISTRATIVE AUDIT REPORT 2022-2023

- First Convocation need to be organized immediately.
- Attempt to be made to mobilize internal resources.
- Campus map may be placed at the Administrative and Academic Building.
- Academic Dean, Dean of Students' Welfare may be appointed following UGC guidelines.
- The number of dustbins may be increased in the campus, which will improve cleanliness.
- Anti-Ragging awareness programs may be organized and posters may be put at proper places.
- Felicitation in terms of certificates/medals/incentives to staff (teaching and non-teaching) may be adopted for their achievements and good services on the occasion of Foundation Day etc. to motivate and encourage the employees.
- Canteen for students and staffs to be made functional in a proper way with quality food.
- More sports events should be organized involving other institutions / universities.
- Faculty exchange programs with various top tier Institutes across the globe need to be explored.
- The University may offer Short term/Certificate courses of one or more years duration to working professionals.
- University needs to improve its reward policy to ensure the attraction of researchers and students.
- Career progression of faculty members should be addressed and provided on time.
- Alumni Association may be strengthened by making a proper registered society.
- Rainwater harvesting, Vermicompost facility and Generation of solar power may be introduced.
- More man power to be engaged for Departments/ Laboratories, Computer Lab and Library.
- More number of computers may be procured for smooth functioning of different activities.
- University Guest House/Vice-Chancellors Bangalow/ Boys Hostel/ Girls Hostel/ Staff Quarters/ Day Care Centre may be constructed.
- Departmental Library is to be promoted.
- Opening of a Branch of a Bank in the campus is to be explored.
- Separate building for Central Library is to be constructed.
- Adequate number of academic and administrative vacancies including Finance, Accounts and Sports need to be created as soon as possible for the effective functioning of the system.
- Both boys and girls hostels are to be constructed.
- Internet with proper bandwidth to be extended to the academic and administrative block.
- The messages of great Indian Philosophers may be displayed with board in the Library.
- Photograph of Maharaja Bir Bikram should be displayed in proper place in all the departments.
- Separate physical infrastructure should be made available for running effectively the IMD programme.
- Remuneration for evaluation of answer scripts as well as Ph. D. Thesis may be revised.
- Disposal items may be sold out in a year and kept in a Separate Fund.
- Five years old questions paper may be uploaded in the website.
- Cycling in the campus to be promoted.

Hon'ble VC Chamber



Controller of Examinations Branch





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Action Taken Report on the Academic and Administrative Audit

The MBB University authority has taken the following initiatives on the basis of Academic and Administrative Audit Report.

- Utmost effort to be given to organize the First Convocation of the University. In this regard preparation of certificates has been completed and medals are going to be purchased through GeM shortly.
- For smooth financial transactions of the University, the authority is promoting Online Payment Mechanisms.
- Initiatives have been taken to purchase books and journals for the Library in regular intervals, according to the requisitions of the Academic Departments.
- University has taken initiatives to appoint Professors against newly created posts, so that the positions of higher administrative responsibilities can be given.
- Intra and Inter University Sports Meets are being organized regularly.
- Alumni are being involved in the activities in the Adopted Village as well as Blood Donation Camps, Cultural Activities etc.
- Orders have been placed for purchasing more computers for the students.
- Library Automation and Digitalization have almost been completed.
- Research Journals have been made available to the students.
- Students are encouraged to pursue courses through SWAYAM platform.
- Mentor-mentee mechanism to increase teacher-student interactions has been introduced in the University.
- Efforts are being taken to fill up the Non-teaching posts.
- Efforts are being taken to provide regular career progression to the teachers.
- Open Air Theatre is being constructed.
- Question papers of previous Five years will be uploaded in the University's website.
- Research activities and Development works will be increased.


(Dr. RUNU DHAR)

Coordinator, IQAC

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(Dr. SUMANTA CHAKRABARTI)

Registrar

MBB University