

## **STRATEGIC PLAN DOCUMENT**

In order to constantly keep growing in terms of infrastructure and quality education, an institute should compulsorily have a strategic planning system in place. Strategic planning is an organization's process of defining its strategy, or direction, and making decisions on allocating its resources to pursue this strategy to achieve its desired goals.

Digboi Mahila Mahavidyalaya sustains its excellence and distinctiveness by following a strategic plan that is built upon three sub areas namely • Academic Process • Self-Learning • Research and Personality development.

OFFICE OF THE PRINCIPAL :: DIGBOI MAHILA MAHAVIDYALAYA

Ref. No – DMM/ADMN/CIR/2020-33


Date : 09/11/2020

**NOTIFICATION**

The Examination Conduction Board for conduct of BA 2<sup>nd</sup> and 4<sup>th</sup> Sem (backlog) offline examination, 2020 has been constituted with the members as given below:

1. Dr. D. Goswami : Assistant Officer in-charge (confidential)
2. Dr. Pintu Roy : Member

9/11/2020  
9.11.2020

  
(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya  
**Principal**  
Digboi Mahila Mahavidyalaya



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -47

Date : 26/04/2021

To  
The Head  
Dept. of Hindi  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

Website : [www.digboi-mahila-mahavidyalaya.com](http://www.digboi-mahila-mahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

Ph. No. : 03751-264446



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -46

Date : 26/04/2021

To  
The Head  
Dept. of Assamese  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

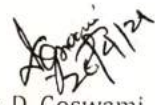
Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

*Principal i/c*  
Digboi Mahila Mahavidyalaya

Website : [www.digboi-mahila-mahavidyalaya.com](http://www.digboi-mahila-mahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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[ Estd : 1981 ]  
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Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -45

Date : 26/04/2021

To  
The Head  
Dept. of Bengali  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

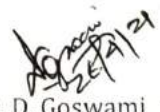
Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

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Digboi Mahila Mahavidyalaya

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Digboi Mahila Mahavidyalaya

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Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -44

Date : 26/04/2021

To  
The Head  
Dept. of Economics  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

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[ Estd : 1981 ]  
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Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -43

Date : 26/04/2021

To  
The Head  
Dept. of History  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

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Digboi Mahila Mahavidyalaya

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -42

Date : 26/04/2021

To  
The Head  
Dept. of English  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

Website : [www.digboi-mahila-mahavidyalaya.com](http://www.digboi-mahila-mahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -41

Date : 26/04/2021

To  
The Head  
Dept. of Home Science  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you.

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal // C  
Digboi Mahila Mahavidyalaya

Website : [www.digboimahilamahavidyalaya.com](http://www.digboimahilamahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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[ Estd : 1981 ]  
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Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -40

Date : 26/04/2021

To  
The Head  
Dept. of Education  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -39

Date : 26/04/2021

To  
The Head  
Dept. of Philosophy  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

http://www.digboimv.ac.in / Email : digboimv@rediffmail.com /

964446



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -38

Date : 26/04/2021

To  
The Head  
Dept. of Political Science  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir/Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as a Member of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

*Principal i/c*  
Digboi Mahila Mahavidyalaya

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DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -37

Date : 26/04/2021

To  
Dr. Manik Kouch  
Dept. of Philosophy  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the Technical Expert of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c

Digboi Mahila Mahavidyalaya

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -36

Date : 26/04/2021

To  
Dr. Pintu Roy  
Dept. of History  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the Technical Expert of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

Website : [www.digboi-mahila-mahavidyalaya.com](http://www.digboi-mahila-mahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -35

Date : 26/04/2021

To  
Mr. Sanjib Dutta  
Dept. of Economics  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the Technical Expert of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

Website : [www.digboi.mahila.mahavidyalaya.com](http://www.digboi.mahila.mahavidyalaya.com) / Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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OFFICE OF THE PRINCIPAL  
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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/PRIN/Admn.Committee/2021 -34

Date : 26/04/2021

To  
Dr. N. Borah  
Vice-Principal  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.


Madam,

This is to inform you that as per decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the Convenor of Admission Committee for the session 2021-2022.

Your kind co-operation in this regard highly solicited for the completion of the process successfully.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No - DMM/PRIN/H.S. 2<sup>nd</sup> Year Exam/2021 -32

Date : 26/04/2021

To  
Mr. P. L. Gogoi  
Dept. Of English  
Digboi Mahila Mahavidyalaya

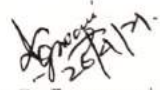
Sir,

I have the pleasure to appoint you as a Member of the Final Examination Conduction Board to run the H.S. Final Examination 2021 which will be commenced from 11<sup>th</sup> May 2021.

Your kind co-operation in this regard highly solicited for the smooth conduction of it.

Thanking you,

Yours faithfully

  
( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

*Principal i/c*  
Digboi Mahila Mahavidyalaya

Website : [www.digboi mahila mahavidyalaya.com](http://www.digboi mahila mahavidyalaya.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) /

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No - DMM/PRIN/H.S. 2<sup>nd</sup> Year Exam/2021 -31

Date : 26/04/2021

To  
Mr. Sanjib Dutta  
Dept. Of Economics  
Digboi Mahila Mahavidyalaya

Sir,

I have the pleasure to appoint you as a Member of the Final Examination Conduction Board to run the H.S. Final Examination 2021 which will be commenced from 11<sup>th</sup> May 2021.

Your kind co-operation in this regard highly solicited for the smooth conduction of it.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

Principal i/c  
Digboi Mahila Mahavidyalaya

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[ Estd : 1981 ]

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Regd. No. 838

Ref. No - DMM/PRIN/H.S. 2<sup>nd</sup> Year Exam/2021 -30

Date : 26/04/2021

To  
Dr. N. Borah  
Vice-Principal  
Digboi Mahila Mahavidyalaya

Madam,

I have the pleasure to appoint you as an Assistant Officer in-Charge of the Final Examination Conduction Board to run the H.S. Final Examination 2021 which will be commenced from 11<sup>th</sup> May 2021.

Your kind co-operation in this regard highly solicited for the smooth conduction of it.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

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Digboi Mahila Mahavidyalaya

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Regd. No. 838

Ref. No - DMM/PRIN/H.S. 1<sup>st</sup> Year Exam/2021 -28

Date : 26/04/2021

To  
Mr. Ashim Chetia  
Dept. of Philosophy  
Digboi Mahila Mahavidyalaya

Sub : Appointment Letter

Dear Sir,

This is to inform you that as per the decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the member of the Examination Conduction Committee to run the H.S. 1<sup>st</sup> Year Examination 2021.

Your kind co-operation in this regard highly solicited for the smooth conduction of it.

Thanking you,

Yours faithfully

( Dr. D. Goswami )

Principal i/c

Digboi Mahila Mahavidyalaya

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Regd. No. 838

Ref. No - DMM/PRIN/H.S. 1<sup>st</sup> Year Exam/2021 -27

Date : 26/04/2021

To  
Dr. Ratnadip Purkayastha  
Dept. of Bengali  
Digboi Mahila Mahavidyalaya

Sub : Appointment Letter

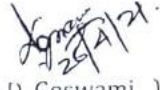
Dear Sir,

This is to inform you that as per the decision of the meeting of Heads of Departments of Digboi Mahila Mahavidyalaya held on 24/04/2021, I have the pleasure to appoint you as the member of the Examination Conduction Committee to run the H.S. 1<sup>st</sup> Year Examination 2021.

Your kind co-operation in this regard highly solicited for the smooth conduction of it.

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Yours faithfully

  
( Dr. D. Goswami )

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[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM)

Ref No: DMM/ Committee / Exam /2020 – 3

Date: 23/09/2020

To

Dr. Abul Foyes Md Malik,  
Asst. Prof,  
Digboi Mahila Mahavidyalaya

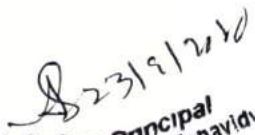
Sub: Appointment Letter.

Ma'am,

I have the pleasure to appoint you as the Member (confidential) for ensuing BA 6<sup>th</sup> Sem Final Examination which will be commenced from 6<sup>th</sup> of October, 2020.

Your kind co-operation in this regard will be highly solicited.

Thanking You,

  
(Dr. A.C. Sarma) Principal  
Digboi Mahila Mahavidyalaya  
23/9/2020

Website : [www.digboimm.com](http://www.digboimm.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) ,

Ph.No:03751-264446





OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM)

Ref No: DMM/ Committee / Exam /2020 – 3

Date: 23/09/2020

To

Dr. Smita Rani Saikia,  
Asst. Prof,  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Ma'am,

I have the pleasure to appoint you as the Member (confidential) for ensuing BA 6<sup>th</sup> Sem Final Examination which will be commenced from 6<sup>th</sup> of October, 2020.

Your kind co-operation in this regard will be highly solicited.

Thanking You,

*23/9/2020*  
(Dr. A.C. Sarmah)

Principal  
Digboi Mahila Mahavidyalaya

*Principal*

Website : [www.digboimm.com](http://www.digboimm.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) ,

Ph.No:03751-264446





OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM)

Ref No: DMM/ Committee / Exam /2020 – 2

Date: 23/09/2020

To

Dr. Pintu Roy,  
Asst. Prof,  
Digboi Mahila Mahavidyalaya

Sub: Appointment Letter.

Sir,

I have the pleasure to appoint you as the Member (confidential) for ensuing BA 6<sup>th</sup> Sem Final Examination which will be commenced from 6<sup>th</sup> of October, 2020.

Your kind co-operation in this regard will be highly solicited.

Thanking You,

*23/9/2020*  
(Dr. A.C. Sarmah)  
Principal

Digboi Mahila Mahavidyalaya

Digboi Mahila Mahavidyalaya

Website : [www.digboimm.com](http://www.digboimm.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) ,

Ph.No:03751-264446



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM)

Ref No: DMM/ Committee / Exam /2020 – 1

Date: 23/09/2020

To

Dr. Dipok Goswami,  
Vice Principal,  
Digboi Mahila Mahavidyalaya

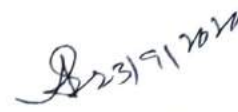
Sub: Appointment Letter.

Sir,

I have the pleasure to appoint you as the Assistant Officer- In-Charge (confidential) for ensuing BA 6<sup>th</sup> Sem Final Examination which will be commenced from 6<sup>th</sup> of October, 2020.

Your kind co-operation in this regard will be highly solicited.

Thanking You,

  
(Dr. A.C. Sarmah)  
Principal

Digboi Mahila Mahavidyalaya  
Digboi Mahila Mahavidyalaya

Website : [www.digboimm.com](http://www.digboimm.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) ,

Ph.No:03751-264446

## IQAC Meeting held on 01-09-2020

An IQAC committee meeting was held on 01-09-2020 on a pre fixed agenda and reconstituted the IQAC for the coming session.

1. Chairperson :- Principal  
Co-ordinator :- Dr. R. Purkayastha
  
2. Teacher Members :- Ms. U. Sharma  
Dr. J. Kalita  
Dr. S. Chetia  
Dr. A. K. Jha  
Dr. Pintu Roy  
Mr. Sanjib Dutta
  
3. One Member from Management :- Dr. D. Goswami (Vice-Principal)
  
4. Few Senior asministration Officer :- i) Mr. Rajib Lochan Sarmah,  
DGM, Mantainance IOCL, AOD, Digboi  
iii) Ms. J. Chakraborty
  
5. From Alumni :- Ms. Nilima Borah (Principal, Shishu Niketon)
  
6. Students :- Miss Hukheli Achumi, General Secretary
  
7. Local Society :- Dr. Probhat Sarmah
  
8. One nominee each from :-
  - 1) Employer :- (Letter to DHE)/Nominee from DHE
  - 2) Industrialist :- Mr. Prasanta Kr. Nath,  
DGM (I & D, C & C, CSR), IOCL, AOD, Digboi
  - 3) Stakeholder :- President/Secretary of  
Parents – Teacher Association.
  
9. Criteria 1. Mr. S. Dutta (Convener), Curricular Aspects.
  
10. Criteria 2. Mrs. U. Sharma (Convener), Teaching, Learning, Evaluation

11. Criteria 3. Mrs. R. Saikia (Convener), Research, Consultancy & Extension
12. Criteria 4. Dr. A. K. Jha (Convener), Infrastructure and learning resources
13. Criteria 5. Dr. S. Chetia (Convener), Students support & Progression
14. Criteria 6. Dr. P. Roy (Convener), Governance, Leadership & Management
15. Criteria 7. Dr. J. Borthakur (Convener), Innovation & Best Practices



(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya

*Principal*  
Digboi Mahila Mahavidyalaya.

**NOTIFICATION**

This is for general information to all the Teacher and Non Teaching Members of Digboi Mahila Mahavidyalaya that the following IQAC Criteria have been reconstituted for smooth conduction of IQAC and to energize our works for 3<sup>rd</sup> Cycle Assessment & Accreditation of our college in 2023. Therefore, I hope members of each criterion will think the matters seriously and sincerely to assign correctly every point of the same.

- Criteria 1. Mr. S. Dutta (Convener), Curricular Aspects.  
Dr. M. Sarmah  
Mr. P. L. Gogoi  
Ms. D. Niyaz (Eng.)
- Criteria 2. Mrs. U. Sharma (Convener), Teaching, Learning, Evaluation  
Mrs. D. Sarmah  
Ms. Manjuma Sonowal (P.Sc.)  
Mr. B. J. Borah
- Criteria 3. Mrs. R. Saikia (Convener), Research, Consultancy & Extension  
Dr. S. R. Saikia  
Dr. Manik Koch  
Ms. A. Bhattacharjee
- Criteria 4. Dr. A. K. Jha (Convener), Infrastructure and learning resources  
Mrs. R. Paul  
Ms. M. Baruah (Hist.)  
Dr. Putul Borah  
Ms. B. Sheal
- Criteria 5. Dr. S. Chetia (Convener), Students support & Progression  
Dr. N. Borah  
Ms. T. Gogoi  
Ms. A. Saikia (H.Sc.)  
Ms. M. Begum



Criteria 6

Dr. P. Roy (Convener), Governance, Leadership & Management  
Dr. A. F. Md. Malik  
Ms. Kiran Teronpi  
Ms. L. Baruah (Hist.)  
Mr. Dina Kanta Das

Criteria 7.

Dr. J. Borthakur (Convener), Innovation & Best Practices  
Dr. J. Kalita  
Mrs. M. Devi  
Mr. A. Chetia (Phil)



(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya

*Principal*  
Digboi Mahila Mahavidyalaya

OFFICE OF THE PRINCIPAL :: DIGBOI MAHILA MAHAVIDYALAYA

Ref No. DMM/<sup>Committee</sup>ADMN/CIR/2020 - 283

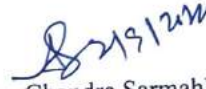
Date : 02/09/2020

**NOTICE**

The college Development Committee newly constituted on account of superannuation of Dr. H. R. Pathak and Ms. T. Devi as given below subject to be approved by Governing Body, Digboi Mahila Mahavidyalaya.

College Development Committee :

- |                       |   |                |
|-----------------------|---|----------------|
| 1) Dr. A. C. Sarmah   | - | Principal      |
| 2) Dr. Dipok Goswami  | - | Vice Principal |
| 3) Mr. Sanjib Dutta   | - | Convener       |
| 4) Ms. Deepali Sharma | - | Member         |
| 5) Mr. Biplob Sheal   | - | Mamber         |

  
(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya

OFFICE OF THE PRINCIPAL :: DIGBOI MAHILA MAHAVIDYALAYA

Ref No. DMM/ADMN/<sup>Committee</sup>CR/2020 - 283

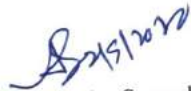
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College Development Committee :

- |                       |   |                |
|-----------------------|---|----------------|
| 1) Dr. A. C. Sarmah   | - | Principal      |
| 2) Dr. Dipok Goswami  | - | Vice Principal |
| 3) Mr. Sanjib Dutta   | - | Convener       |
| 4) Ms. Deepali Sharma | - | Member         |
| 5) Mr. Biplob Sheal   | - | Mamber         |

  
(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya

**NOTIFICATION**

As per decision of the all Teachers meeting held on 28.11.2019 I have the pleasure to constitute the following committees for smooth functioning of all the relevant matters for the period upto 31-12-2021.

1. Seminar/Workshop/Talk/FDP organizing committee :-

1. Chairman = Principal
2. Vice-chairman = Vice-Principal,
3. Organizing Secy(Concern Dept. ) = Dr. A.F. Md. Malik
4. Assistant Organizing Secy. = Mr. Pintu Roy
5. Treasurer = Dr. Arun kr. Jha.
6. Members = 1. Ms. Dipali Sharma,  
2. Dr. Jhuma Borthakur  
3. Dr. Smita Rani Saikia.

2. Finance/<sup>Budget</sup>~~Audit~~ Committee :- (2020 -2021 )

1. Chairman = Principal
2. Vice-Chairman = Vice-Principal
3. Convener = Mrs. Ruma Paul
4. Members 1. Dr. Arun Kr. Jha  
2. Mr. Biplob Sheal.

3. Documentation Cell : (2020 -21)

1. Chairman = Principal
2. Vice-Chairman = Vice-Principal
3. Convener = Mrs. Dipali Sharma  
Member 1. Mrs. Jayasree Chakraborty  
2. Mr. Rajani Kanta Haloi.



4. IPR Cell/Counseling Cell :

1. Chairman = Principal
2. Vice-Chairman = Vice-Principal
3. Convener = Dr. Jovial Kalita
4. Member
  1. Dr. A.F. Md. Malik
  2. Mrs. Mamani Devi
  3. Dr. Sanjita Chetia
  4. Dr. Niva Borah

5. Beautification Committee :-

1. Chairman = Principal
2. Vice-Chairman = Vice-Principal
3. Convener = Mrs. Urmi Sharma
4. Member
  1. Dr. Minoti Sarmah.
  2. Ms. Eva Konwar
  3. Dr. Sanjita Chetia

6. Mentor – Mentee Committee :-

1. Chairman = Principal
2. Vice-Chairman = Vice-Principal
3. Convener = Mr. Pintu Roy
4. Member
  1. Mra Jayasree Chakraborty
  2. Dr. Ratnadip Purkayastha
  3. Mr. Sanjib Dutta.

*Approved  
S. Chandra*

*S. Chandra*  
Principal,  
Digboi Mahila Mahavidyalaya  
**Principal**  
Digboi Mahila Mahavidyalaya



OFFICE OF THE PRINCIPAL :: DIGBOI MAHILA MAHAVIDYALAYA  
Ref. No - **DMM/Committee/ IQAC/2019-45** Date -19-10-2019

NOTIFICATION

This is for information that a Research Committee is constituted with the following members of our college. I hope all of them will extend their co-operation in this regard for betterment of the college.

Thanking you,

Committee :-

- |                            |            |
|----------------------------|------------|
| 1. Dr. Dipok Goswami       | = Adviser  |
| 2. Ms. Jaysree Chakraborty | = Adviser  |
| 3. Ms. Ranjita Saikia      | = Convener |
| 4. Dr. Sanjita Chetia      | = Member   |
| 5. Dr. Smita Rani Saikia   | = Member   |
| 6. Mr. Pintu Roy           | = Member   |
| 7. Mr. Sanjib Dutta        | = Member   |

Yours faithfully



( Dr. A.C. Sarmah )

Principal,

Digboi Mahila Mahavidyalaya

**Principal**  
**Digboi Mahila Mahavidyalaya**

OFFICE OF THE PRINCIPAL

## DIGBOI MAHILA MAHAVIDYALAYA



[ Estd : 1981 ]

DIGBOI :: 786171 ( ASSAM)

Ref No: DMM/ Committee / Admn/ CIR /2018-70

Date: 20/09/2018

From : Dr. Arun Chandra Sarmah  
Principal  
Digboi Mahila Mahavidyalaya

To  
Mr. Sanjib Dutta  
Assistant Prof. Of Economics  
Digboi Mahila Mahavidyalaya

Sub: Appointment as Unnat Bharat Abhiyan(UBA) Co-ordinator

Sir,

You have been appointed as the UBA Co-ordinator, Digboi Mahila Mahavidyalaya w.e.f. 20/09/2018 until the completion of the project. I hope under your guidance UBA team will bring a new era to this vicinity.

Your kind co-operation in this regard is highly solicited.

Thanking You

Yours faithfully

(Dr. A.C. Sarmah)  
Principal

Digboi Mahila Mahavidyalaya  
**Principal**  
Digboi Mahila Mahavidyalaya

Website : [www.digboimm.com](http://www.digboimm.com) /Email : [digboimmv@rediffmail.com](mailto:digboimmv@rediffmail.com) , Ph.No:03751-264446



OFFICE OF THE PRINCIPAL  
**DIGBOI MAHILA MAHAVIDYALAYA**

[ Estd : 1981 ]  
DIGBOI :: 786171 ( ASSAM )  
Regd. No. 838

Ref. No – DMM/COMMITTEE/2018 -12 - 19

Date : 13/06/2018

To,

.....

.....

Digboi Mahila Mahavidyalaya

Sir/Madam,

I have the pleasure to inform you that as per procedure of formation of UGC Planning Board you have been appointed as the Co-ordinator/member of the UGC Planning Board for three years w.e.f. the date of receipt of this letter.

Your active participation in this regard highly solicited.

Thanking you,

- i) Ms. J. Chakraborty – IQAC Co-ordinator
- ii) Dr. Dipok Goswami – Vice Principal – Member
- iii) Dr. A. K. Jha – Asso. Prof. – Member
- iv) Ms. Urmi Sarmah – Asso. Prof. – Member
- v) Dr. J. Borthakur – Asso. Prof. - Member
- vi) Mr. Pintu Roy – Assist. Prof. - Member
- vii) Mr. R. K. Haloi – Librarian – Member
- viii) Mr. D. K. Das – Accountant – Member

  
(Dr. Arun Chandra Sarmah)  
Principal

Digboi Mahila Mahavidyalaya

**Principal**  
**Digboi Mahila Mahavidyalaya**



OFFICE OF THE PRINCIPAL :: DIGBOI MAHILA MAHAVIDYALAYA

Ref No. DMM/ADMN/CIR/2018 – 34

Date : 26/04/2018

**NOTICE**

As per decision of the all teachers meeting held on 24/4/2018 the following committees/Boards have been constituted.

**1) Newsletter Editorial Board :**

Editor : IQAC – coordinator  
Members : Dr. J. Kalita, Dr. A. F. Md. Malik, Ms. Ranjita Saikia

**2) Prospectus and Routine Committee :**

Chairperson : Dr. D. Goswami, Vice Principal  
Conv. : Dr. A. F. Md. Malik  
Members : Ms. Eva Konwar, Dr. Niva Borah, Dr. A. K. Jha

**3) Admission Committee :**

Chairperson : Dr. D. Goswami, Vice Principal  
Conv. : Dr. J. Kalita  
Members : All HoDs.

**4) Documentation Cell :**

Conv. : Ms. D. Sarmah  
Members : Ms. T. Gogoi, Mr. R. K. Haloi (Librarian)

**5) College Health and Sanitary Club :**

Chairperson : Principal  
Conv. : NSS Programme Officers  
Members : NSS Students Leaders

**6) Cultural Club :**

Conv. : Ms. J. Chakraborty  
Members : Mrs. D. Sarmah, Dr. S. Chetia (Cultural Advisor), Cultural Secretary


**7) Extension Programme :**

Conv. : Dr. D. Goswami  
Members : Dr. J. Borthakur, Dr. H. R. Pathak

**8) SWAYAM Committee :**

Mentor : Mr. Sanjib Dutta  
Members : Teachers  
Mr. Ratnadeep Purkayastha , Dr. Smita Rani Saikia  
Students  
Parthana Moran (General Secy.), Susmita Sharma (Cultural Secy.)  
Priya Das (Debate and Literature Secy.)  
Bishnupriya Borgohain (Class representative of Sem. I)

Kind co-operation from all the members are highly solicited.

  
(Dr. Arun Chandra Sarmah)  
Principal  
Digboi Mahila Mahavidyalaya  
Principal  
Digboi Mahila Mahavidyalaya



OFFICE OF THE PRINCIPAL



# DIGBOI MAHILA MAHAVIDYALAYA

[ Estd : 1981 ]

DIGBOI :: 786171 ( ASSAM )

Regd. No. 838

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Ref. No. – DMM/Prin/SAP Ins./ 2020-26

Date : 28-07-2020

To

Dr W G Prasanna Kumar  
Chairman, MGNCRE  
Department of Higher Education  
Ministry of Human Resource Development  
Government of India

**Subject:** Online Workshop on Swachhta Action Plan

Dear Sir,

Thank you for organizing the online workshop on Swachhta Action Plan.

A Swachhta team is formed and the details of the team are mentioned in Swachhta Action Plan proforma attached as enclosure with this letter.

Thanking you

With Regards

Signature

Dr. Arun Ch. Sarmah  
Principal  
Digboi Mahila Mahavidyalaya

**Principal**  
**Digboi Mahila Mahavidyalaya**

**RECOGNISED SAP (SWACHHTA ACTION PLAN) INSTITUTION**

**Ministry of Human Resource Development**

**Government of India**

**Date: 28-07-2020**

1.	Name of Institution	DIGBOI MAHILA MAHAVIDYALAYA
2.	Address of the Institution	MULIABARI, DIGBOI
3.	Name of Principal/Hol (Chairman SAP Club)	DR. ARUN CHANDRA SARMAH
4.	Contact Number (WhatsApp Number)	8638399405
5.	E Mail ID	digboimmv@rediffmail.com dr.arunchsarmah50@gmail.com

**Proposed Swachhta Action Plan Activities post COVID 19**

#	SAP AREA	PROPOSED ACTIVITIES FOR THE TEAM	FACULTY COMMITTEE MEMBER NAME, CONTACT NUMBER, EMAIL
1.	<b>SANITATION AND HYGIENE</b>	<ul style="list-style-type: none"> <li>● Post COVID19 Sanitation Measures and Drill</li> <li>● Clean and functional toilets (365x24)</li> <li>● Safe drinking water (365 x24)</li> <li>● Clean surroundings</li> <li>● Clean buildings/rooms</li> <li>● Planting local, resilient trees that ensure water table is not eroded</li> </ul>	Convener: Dr. Smita Rani Saikia <a href="mailto:smitasaikia51@gmail.com">smitasaikia51@gmail.com</a> 9435157266
2.	<b>WASTE MANAGEMENT</b>	<ul style="list-style-type: none"> <li>● Campus/Dept wise waste audit</li> <li>● Campus/Dept waste segregation</li> <li>● Reduction in waste, month-on-month</li> <li>● Recycling waste (paper, organic waste form canteens and kitchens)</li> <li>● Set up compost pit for recycling waste</li> <li>● Ensure zero littering</li> <li>● Ban plastic use in the campus</li> <li>● Banflexi banners (Only cloth banners to be used)</li> <li>● Paperless work – use of email, WhatsApp for communication</li> </ul>	Convener: Dr. Abul Foyes Md. Malik <a href="mailto:abulfoyes030@gmail.com">abulfoyes030@gmail.com</a> 9401276786
3.	<b>WATER MANAGEMENT</b>	<ul style="list-style-type: none"> <li>● Audit of water sources in the campus</li> <li>● Audit of monthly water use in the campus</li> <li>● Audit of drinking water on campus (bottled water)</li> </ul>	Convener: Dr. Dipok Goswami <a href="mailto:dipok15@gmail.com">dipok15@gmail.com</a> 7896873340

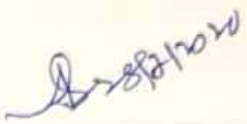
		<ul style="list-style-type: none"> <li>● Constructing/Increasing no. of Rain Water Harvesting pits in the campus</li> <li>● Fixing leaky taps</li> <li>● Recycling water (grey, brown and black)</li> <li>● Activities for recharging dry borewells</li> <li>● Constructing check dams (if needed/feasible)</li> </ul>	
4.	<b>ENERGY MANAGEMENT</b>	<ul style="list-style-type: none"> <li>● Audit of energy efficient heating, cooling, lighting and water systems in the campus</li> <li>● Audit of building wise monthly use of electricity</li> <li>● Incentivize reduced electricity usage by depts/buildings</li> <li>● Create short-term and long-term plan for the use of solar energy on the campus</li> <li>● Constructing check dams (if needed/feasible)</li> <li>● Cycles on the campus (reducing carbon footprints)</li> <li>● Reducing carbon footprints via intelligent Purchase SoPs</li> </ul>	Convener: Dr. Ratnadip Purkayastha <a href="mailto:ratnadip.purkayastha@rediffmail.com">ratnadip.purkayastha@rediffmail.com</a> 9435402971
5.	<b>GREENERY</b>	<ul style="list-style-type: none"> <li>● Setting up a nursery</li> <li>● Setting up a seed bank</li> <li>● Setting up a compost pit</li> <li>● Researching trees that take up minimal water and are good for the ecosystem (local, resilient species) and planting them during monsoon and taking care of them (Vanamahotsav)</li> <li>● Landscaping in the campus</li> <li>● New buildings on the campus will follow green building norms</li> <li>● Use of organic manure for the plants</li> </ul>	Convener: Mr. Sanjib Dutta <a href="mailto:sanjibdutta316@gmail.com">sanjibdutta316@gmail.com</a> 9508486687

We will observe two of the following Environment Related Days to inculcate and internalize in our faculty, students and community, the practices of Swachhta and Reduction, Reuse and Recycling of Resources (tick any two)

#	Day	Date	
1.	World Wetlands Day	Feb 2	
2.	World Water Day	Mar 22	
3.	Earth Day	April 22	
4.	World Environment Day	June 5	✓
5.	No Plastic Day	July 3	✓
6.	World Population Day	July 11	

7.	World Habitat Day	1 <sup>st</sup> Monday of October	
8.	World Toilet Day	Nov 19	
9.	National Pollution Control Day	Dec 2	
10.	World Soil Day	Dec 5	

Date: 28-07-2020

  
Signature of Principal &  
Chairman of SAP Institution

**Principal**  
**Digbel Mahila Mahavidyalaya**



OFFICE OF THE PRINCIPAL



# DIGBOI MAHILA MAHAVIDYALAYA

[ Estd : 1981 ]

DIGBOI :: 786171 ( ASSAM )

Regd. No. 838

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Ref. No. – DMM/Prin/SAP Ins./ 2020-26

Date : 28-07-2020

To

Dr W G Prasanna Kumar  
Chairman, MGNCRE  
Department of Higher Education  
Ministry of Human Resource Development  
Government of India

**Subject:** Online Workshop on Swachhta Action Plan

Dear Sir,

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Thanking you

With Regards

Signature

Dr. Arun Ch. Sarmah  
Principal  
Digboi Mahila Mahavidyalaya

**Principal**  
**Digboi Mahila Mahavidyalaya**

**RECOGNISED SAP (SWACHHTA ACTION PLAN) INSTITUTION**

**Ministry of Human Resource Development**

**Government of India      Date: 28-07-2020**

1.	Name of Institution	DIGBOI MAHILA MAHAVIDYALAYA
2.	Address of the Institution	MULIABARI, DIGBOI
3.	Name of Principal/Hol (Chairman SAP Club)	DR. ARUN CHANDRA SARMAH
4.	Contact Number (WhatsApp Number)	8638399405
5.	E Mail ID	digboimmv@rediffmail.com dr.arunchsarmah50@gmail.com

**Proposed Swachhta Action Plan Activities post COVID 19**

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2.	<b>WASTE MANAGEMENT</b>	<ul style="list-style-type: none"> <li>● Campus/Dept wise waste audit</li> <li>● Campus/Dept waste segregation</li> <li>● Reduction in waste, month-on-month</li> <li>● Recycling waste (paper, organic waste form canteens and kitchens)</li> <li>● Set up compost pit for recycling waste</li> <li>● Ensure zero littering</li> <li>● Ban plastic use in the campus</li> <li>● Banflexi banners (Only cloth banners to be used)</li> <li>● Paperless work – use of email, WhatsApp for communication</li> </ul>	Convener: Dr. Abul Foyes Md. Malik <a href="mailto:abulfoyes030@gmail.com">abulfoyes030@gmail.com</a> 9401276786
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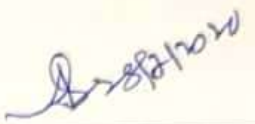
		<ul style="list-style-type: none"> <li>● Constructing/Increasing no. of Rain Water Harvesting pits in the campus</li> <li>● Fixing leaky taps</li> <li>● Recycling water (grey, brown and black)</li> <li>● Activities for recharging dry borewells</li> <li>● Constructing check dams (if needed/feasible)</li> </ul>	
4.	<b>ENERGY MANAGEMENT</b>	<ul style="list-style-type: none"> <li>● Audit of energy efficient heating, cooling, lighting and water systems in the campus</li> <li>● Audit of building wise monthly use of electricity</li> <li>● Incentivize reduced electricity usage by depts/buildings</li> <li>● Create short-term and long-term plan for the use of solar energy on the campus</li> <li>● Constructing check dams (if needed/feasible)</li> <li>● Cycles on the campus (reducing carbon footprints)</li> <li>● Reducing carbon footprints via intelligent Purchase SoPs</li> </ul>	Convener: Dr. Ratnadip Purkayashta <a href="mailto:ratnadip.purkayastha@rediffmail.com">ratnadip.purkayastha@rediffmail.com</a> 9435402971
5.	<b>GREENERY</b>	<ul style="list-style-type: none"> <li>● Setting up a nursery</li> <li>● Setting up a seed bank</li> <li>● Setting up a compost pit</li> <li>● Researching trees that take up minimal water and are good for the ecosystem (local, resilient species) and planting them during monsoon and taking care of them (Vanamahotsav)</li> <li>● Landscaping in the campus</li> <li>● New buildings on the campus will follow green building norms</li> <li>● Use of organic manure for the plants</li> </ul>	Convener: Mr. Sanjib Dutta <a href="mailto:sanjibdutta316@gmail.com">sanjibdutta316@gmail.com</a> 9508486687

We will observe two of the following Environment Related Days to inculcate and internalize in our faculty, students and community, the practices of Swachhta and Reduction, Reuse and Recycling of Resources (tick any two)

#	Day	Date	
1.	World Wetlands Day	Feb 2	
2.	World Water Day	Mar 22	
3.	Earth Day	April 22	
4.	World Environment Day	June 5	✓
5.	No Plastic Day	July 3	✓
6.	World Population Day	July 11	

7.	World Habitat Day	1 <sup>st</sup> Monday of October	
8.	World Toilet Day	Nov 19	
9.	National Pollution Control Day	Dec 2	
10.	World Soil Day	Dec 5	

Date: 28-07-2020

  
Signature of Principal &  
Chairman of SAP Institution

**Principal**  
**Digbel Mahila Mahavidyalaya**