

AQAR 2010-11

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution	DIGBOI MAHILA MAHAVIDYALAYA
1.2 Address Line 1	MULIABARI
Address Line 2	P.O. + P.S.- Digboi
City/Town	DIGBOI
State	ASSAM
Pin Code	786171
Institution e-mail address	digboimmv@rediffmail.com
Contact Nos.	03751 264446 (Office)
Name of the Head of the Institution:	Dr. ARUN CHANDRA SARMAH
Tel. No. with STD Code:	03751 264446

Mobile:

8399851534 (Principal)

Name of the IQAC Co-ordinator:

MRS. JAYASREE CHAKRABORTY

Mobile:

9435703112

IQAC e-mail address:

iqacdmm@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner-bottom of your Institution's Accreditation Certificate)

NA*

*NA in the certificate (Xerox copy of the certificate is attached herewith)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st cycle	C++	67.00	2004	5 years
2	2 nd cycle				
3	3 rd cycle				
4	4 th cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

15-07-2003

1.8 AQAR for the year

2010-11

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR___ 2005-06 19-08-2007
- ii. AQAR___ 2006-07 30-05 -2008
- iii. AQAR___ 2007-08 27-10-2008

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution

Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law

PEI (Phys Edu)

TEI (Edu) Engineering Health Science
Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Dibrugarh University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State
Institution Level

(ii) Themes:

2.14 Significant Activities and contributions made by IQAC :

- In order to promote a sense of national and patriotic zeal amongst the students, commemorative days like the Independence Day, Republic Day, Teacher's Day are observed. Apart from this, Saraswati Puja, Viswakarma Puja, College Foundation Day, Fresher's Social, Parting Social etc are also observed with pomp and gaiety. In order to create awareness about the environment amongst the students, the World Environment Day is also observed enthusiastically.
- Students are encouraged to participate in the Annual College Week, other Cultural events, Inter-college Sports and Cultural activities. In order to harness the leadership qualities amongst the students, DMM Students' Union is formed every year after the conduction of elections, modeled on the Lok Sabha and Assembly elections of the country.

2.15 Plan of Action by IQAC/Outcome

The IQAC at the beginning of the year chalked out an Action Plan covering some key aspects of the institution which require immediate attention to ensure quality services. Some of the plans and their achievements are highlighted here-under.

Plan of Action	Achievements
<p>i. Construction of new girls' hostel (recommended by NAAC & hostel committee).</p> <p>ii. Involvement of students in various activities related to society</p> <p>iii. Construction of Laboratory and class room of Home Science.</p>	<p>i. Could not materialize due to non-availability of fund.</p> <p>ii. a. To acquire practical knowledge of banking, Department of Economics had undertaken a field work at Assam Gramin Vikash Bank, Digboi branch. b. Diet survey and chemical test of Iodine deficiency in Tingrai Gaon was done by the students of Home Science department. c. Few students of Digboi Mahila Mahavidyalaya attended a training programme at IOCL(AOD) Hospital on First Aid to provide services to the society in need. d. Workshop on tie & dye and hand printing was organized among the students to empower and to encourage them to be young entrepreneurs armed with required skills.</p> <p>iii. Have not materialized due to paucity of fund.</p>

iv. Organize exchange programmes and invite faculty members with outstanding knowledge about the latest development of the subject.	iv.a)Exchange programme was organized amongst the teachers of Digboi Mahila Mahavidyalaya & Duliajan College on 'children with special needs'. b)Assamese Department organized a lecture session on 07-10-2010. Dr Deba Borah, Margherita College was invited as the guest speaker.
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* Please refer to **Annexure I** for the Academic Calendar of the year.

2.16 Whether the AQAR was placed in statutory body. Yes No

Management Syndicate Any other body

Provide the details of the action taken

The GB approves of all the plans suggested for the year and advises the IQAC for its quick implementation. Steps were taken accordingly.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of existing Programmes	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	--	--	--	--
UG	01	--	--	--
PG Diploma	--	---	--	--
Advanced Diploma	--	--	--	--
Diploma	02	--	--	--
Certificate	--	--	--	--

Others				
Total				

Interdisciplinary	--
Innovative	--

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option /Open options

Core/Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	01 (B.A)

1.3 Feedback from stakeholders*

Alumni

Parents

Employers

Students

(On all aspects)

Mode of feedback: Online

Manual

Co-operating schools (for PEI)

**Please refer to Annexure II for an analysis of the feedback*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Nil

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
Arts:	26	9	17	0	0

2.2 No. of permanent faculty with Ph.D. 12

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors	Others	Total	
	R	V	R	V	0	0	R	V
	9	1	17	0	0	0	26	1

2.4 No. of Guest and Visiting faculty and Temporary faculty Nil 01 10

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	--	01
Presented papers	--	06	--
Resource Persons	--	--	--

2.6 Innovative processes adopted by the Institution in Teaching and Learning:

- Improvement of teaching learning by using Audio-Visual aids and Power Point etc.
- Encourage the students to acquire Computer knowledge.
- Preparing the students to face the competitive job market with the knowledge of latest version of accounting software like Tally etc.
- Organizing workshops such as “How to face an Interview” to facilitate the students preparing for their career.

2.7 Total No. of actual teaching days during this academic year 180 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The college follows the University guidelines for conduction of Examination.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil	Nil	Nil
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2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	126	-	9.52%	35.71%	23.02%	68.25 %
B.Sc.	NA	NA	NA	NA	NA	NA
B.Com	NA	NA	NA	NA	NA	NA

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC operates through various committees to monitor and evaluate the teaching learning process. For improvement of the teaching learning process, the IQAC has taken initiatives in introducing and maintaining the latest methodologies.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	--
HRD programmes	--

Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	08
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	a. Office i. Permanent sanctioned - 07 ii. Permanent non-sanctioned -03 b. Library i. Permanent non-sanctioned -03	0	01	Office – 03 Library - 01
Technical Staff	01	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution:

<ul style="list-style-type: none"> • Felicitation to M.Phil, PhD faculty member in the College Annual Function • Encouraging faculty member to take Minor and Major Research Project. • Providing facility to actively participate in Seminar/ Workshop/ Symposia/ Conference etc. at National and International level.
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				

Outlay in Rs. Lakhs				
------------------------	--	--	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	01	0
Non-Peer Review Journals	0	01	0
e-Journals	0	0	0
Conference proceedings	0	01	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/				

College				
Students research projects (<i>other than compulsory by the University</i>)				
Any other(Specify)				
Others				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

Our Principal sir – as expert in recruitment of Principal and Teachers, as resource person in different academic staff colleges, seminars, conferences and workshops.

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National		
International		
Commercialized		

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events: University level State level

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum NCC
NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility:

- i. Workshop on Tie & Dye and hand printing amongst the student for self employability.
- ii. First Aid training in IOC (AOD) Hospital to extend help to the needy people.
- iii. Visit to Ankur, (A centre for special education for Disable child) Hindustan Unilever Ltd., Doomdooma for case study on 9th September, 2010 and assisting them in cash and kind.
- iv. Visit Assam Gramin Vikash Bank on 5-10-2011 by the students of Economics Dept to acquire practical knowledge on banking.
- v. Attended 3 days' training on Census. [Teachers of the college are sometimes engaged by the civil administration of the Sub-Division on census duty.]
- vi. Few teachers were engaged in Election related duty.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12761 sq mtr	--	--	12761 sq mtr.
Class rooms	25	--	--	25
Laboratories	2	--	--	2
Seminar Halls	1	--	--	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	1	College	1
Value of the equipment purchased during the year (Rs. in Lakhs)	--	500917	College	500917
Others	--	251895	College	251895

4.2 Computerization of administration and library

- Admission process is computerized. Internal Assessment works are done through computer.
- Preparation of salary sheet is computerized.
- Examination result, routine works are computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13474	2299591	627	208210	14101	2507801
Reference Books						
e-Books	0	0	0	0	0	0
Journals	6	4000	Nil	Nil	6	4000
e-Journals	0	0	0	0	0	0

Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify) News paper & Magazine	13	9590	Nil	Nil	13	9590

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	08	--	01	01	--	02	01	05
Added	02	--	--	--	--	01	01	--
Total	10	--	01	01	--	03	02	05

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

- Internet is available in the library and IQAC cum Internet room.
- Internet access is available for both the teachers and students.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.11
ii) Campus Infrastructure and facilities	0.012
iii) Equipments	0.19
iv) Others	0.91
Total :	1.222

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC recommended to the college authority at the beginning of the session to organize a general meeting with the students to make them aware of the student support system of the college.

5.2 Efforts made by the institution for tracking the progression

- Meetings are held with the teachers to track the progression of students in academic matters. In the meetings with the Students' Union, students' progression about academic and curricular activities is discussed.

5.3 (a) Total Number of students

UG	PG	Ph.D	OTHERS
459	Nil	Nil	Nil

(b) No. of students outside the state 08

(c) No. of international students Nil

Women

No.	%
459	100%

MEN

No.	%
NIL	0%

Last Year						This Year					
General	ST	SC	OBC/MOBC	Physically challenged	Total	General	ST	SC	OBC/MOBC	Physically challenged	Total
132	41	30	169/35	0	407	155	44	41	180/39	0	459

Demand ratio 1:1

Dropout % 10.79%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Nil

No. of students beneficiaries

5.5 No. of students qualified in these examinations NET SET/SLET GATE

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counseling and career guidance

The college has a guidance and counseling cell, responsible for guiding the students. There is also an Admission Committee comprising all the HoDs of the Depts. Information pertaining to guidance and counseling are displayed in the notice boards of the college for the benefit of the students. Counseling is done by the Admission Committee.

No. of students benefitted

5.7 Details of campus placement

On campus		Off campus	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

- Women Cell of the college organizes programmes related to gender issues.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Numbers of students	Amount
Financial support from institution	--	
Financial support from government	59	1,60,440
Financial support from other sources	--	
Number of students who received international/national recognitions	--	

5.11 Student organized /initiatives

Fairs: State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: There has been no major recorded grievance of the students

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- To build a college of excellence for women.
- To enable students to be complete women, in every sense of the term.

MISSION

To make the students aware of-

- The basic concepts embedded in the Constitution of India viz. national integration, secularism etc.
- Social, political, economic and environmental problems of the state as well as the country.
- The importance of preserving local traditions, art and culture of the North-East in particular and Indian in general.
- Preparing, equipping and enlightening students to meet the demands of present times, including knowledge on I.C.T.
- The importance of co-curricular activities and its necessity for self employment.
- Knowledge and skill through curriculum for better future life as a child, young or an adult.
- The importance of being holistically fit for the present-day competitive world.
- Value-based education and to produce morally good students.
- Ideas of scientific outlook, progressive humanistic approach to life, work culture, discipline, commitment to the social responsibility etc.

6.2 Does the Institution have a management Information System?

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

- Semester system is going to be implemented from next year. Discussions and workshops on Semester system are attended by our teachers both at the college level and university level.
- Computer diploma course are arranged for the students.
- Beautician diploma course are provided to the students.

- New curriculum as designed by University is taken care of by the teachers.

6.3.1 Curriculum Development

6.3.2 Teaching and Learning

- Routine is prepared at the beginning of the session.
- Course plan, teaching plan is prepared by the teachers which are properly scrutinized by the Principal.
- Remedial class, group discussion, Seminar, field trip is integral part of teaching & learning of the college.

6.3.3 Examination and Evaluation

- Annual Examinations are conducted as per the schedule of Dibrugarh University.
- An Examination Committee conducts the internal, sessional examination.
- Evaluated scripts are shown to the students and necessary actions are taken for improvement.

6.3.4 Research and Development

- Improved library and Internet facility for undergoing research work .New books added to the library as per the demand of the teachers

6.3.5 Library, ICT and physical infrastructure / instrumentation

College has a library with reading room facility for the students and teachers. Few teachers are engaged in research work.

6.3.6 Human Resource Management

- Active participation of all the faculty members in all the activities of the college is maintained which ensures friendly working environment of the college.

6.3.7 Faculty and Staff recruitment

- The best persons are selected on the basis of merit & interview for filling various sanctioned post as per guidelines of Director of Higher Education, Assam.

- For non-sanctioned posts, the best among the available candidates are selected.

6.3.8 Industry Interaction / Collaboration

- Since the inception of the college, IOC (AOD) and OIL have been extending help to us in cash and kind and also assists in its management.

6.3.9 Admission of Students

- Admission procedures are managed during the academic session by an admission committee. College also takes the help of prospectus and advertisement to attract the students.

6.4 Welfare schemes for

Teaching	01
Non-teaching	01
Students	02

6.5 Total corpus fund generated

3.05 lakhs

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	No	--
Administrative	No	--	No	--

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Dibrugarh University proposed to switch over to Semester System from the next session.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- Dibrugarh University has only academic control over the affiliated colleges. Part of the assessment process is entrusted to the colleges in the form of internal assessment.

6.11 Activities and support from the Alumni Association

- Many of the ex-students visit to the college and offer constructive suggestions for the overall development of the college. Few alumni helped the college by taking classes. Alumni help the college by supplying books, both textual as well as extra-textual.

6.12 Activities and support from the Parent – Teacher Association

- Donations in kind from parents or guardians were received and also valuable suggestions for the management of the college and hostel were accepted by the management.

6.13 Development programmes for support staff

- Computer teachers and other teachers of different departments extend their expertise for the development of the non-teaching staff of the college from time to time.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Plantation programmes are undertaken regularly and green audit of the college was conducted.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The college authority sits together with the teaching and non-teaching staff on regular basis to discuss about development programme.

- As most of the posts of the staff are non-sanctioned, time to time pay revision is done.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- To acquire practical knowledge of banking, Department of Economics had undertaken a field work at Assam Gramin Vikash Bank, Digboi Branch.
- Diet survey and chemical test of Iodine deficiency in Tingrai Gaon was done by the students of Home Science department.
- Few students of Digboi Mahila Mahavidyalaya attended a training programme at IOCL(AOD) Hospital on First Aid to provide services to the society in need.
- Workshop on tie & dye and hand printing was organized among the students to empower the students to encourage young entrepreneurs
- Exchange programme was organized amongst the teachers of Digboi Mahila Mahavidyalaya & Duliajan College on 'children with special needs'.
- Assamese Department organized a lecture session on 07-10-2010. Dr Deba Borah, Margherita College was invited as the guest speaker.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Cash awards are given to the best graduate to encourage the students.
- Book bank to help the poor students.

7.4 Contribution to environmental awareness / protection

- World Environment Day is organized to arouse environmental awareness. Every effort is made to make the campus clean.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength

- Eastern most girls' college with dedicated teachers.

Weakness

- Woefully under staff.
- Library is not properly digitalized.
- The dream of construction of a sprawling campus has not taken off as yet due to lack of adequate area.

Opportunity

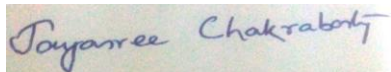
- A good number of schools having good academic track record are situated in the vicinity of our college.
- Presence of IOCL & OIL, who extend their co-operation in a number of ways for the well being of the college.

Challenges

- Increase the number of the both teaching and non-teaching faculty.
- Opening up new courses with the required staff and infrastructure.
- Attracting good and promising students from nearby and far-off places.
- Empowering the student to accept the challenges.

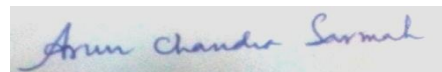
8. Plans of institution for next year

- Construction of Home Science laboratory and classroom.
- To appoint a whole time physical instructor for Gym facility.
- Re-Introduce biometric machine for recording attendance of the teaching and non-teaching staff.
- To develop research culture amongst the teachers (NAAC recommendation)
- To organize faculty exchange programme, invite guest faculty.
- To give more importance to develop writing skill amongst the student.
- Organize Environmental awareness programmes.



Mrs. Jayasree Chakraborty

Signature of the Coordinator, IQAC



Dr. Arun Chandra Sarmah

Signature of the Chairperson, IQAC

ANNEXURE-I

**ACADEMIC CALENDAR
DIGBOI MAHILA MAHAVIDYALAYA
YEAR – 2010**

SL No	Month	Working days	Sundays	Holidays	College/Board DU Exam	Activities
1	January	1,2,4,5,6,7,8,9, 11,12,16,18,19, 21,22,23,25,27,28, 29 =20	3, 10, 17, 24, 31	13 – 15 Magh Bihu 20 Saraswati Puja 26 Republic Day 30 Bir Chilarai Divas 31 Me-Dam-Me-Fi		
2	February	1,2,3,4,5,6,8,9,10, 11,13,15,16,17,18, 19,20,22,23,24,25, 26,27=23	7, 14, 21, 28,	12 Sivaratri	Completion of courses by 20 th February for TDC 1 st year by 10 th February for TDC 2 nd & 3 rd year final Exam from last part of February	Farewell to 3 rd year Degree students
3	March	2,3,4,5,6,8,9,10, 11,12,13,15,16,17, 18,19,20,22,23,24 25,26,27,29,30,31=26	7,14, 21, 28	1 Holi, Doljatra (Fakua)		
4	April	1,3,5,6,7,8,9,10,12,13, 17,19,20,21,22,23,24 26,27,28,29,30=22	4, 11, 18, 25,	2 Good Friday 14 -16 Rongali Bihu/Bohag Bihu		
5	May	1,3,4,5,6,7,8,10,11,12, 13,14,15,17,18,19,20, 21,22,24,25,26,27,28, 29,31=25	2, 9, 16, 23, 30	1 May Day	15 th May Degree 3 rd year class begins.	
6	June	1,2,3,4,5,7,8,9,10,11, 12,14,15,16,17,18,19, 21,22,23,24,25,26,28, 29,30=26	6, 13, 20, 27		1 st June ,Degree 2 nd year class begins 20 th June Degree 1 st year class begins	5 th June World Environm ent Day.
7	July	Nil		1-31 Summer Vacation		24 th July College Foundatio n Day
8	August	2,3,4,5,6,7,9,10,11,12, 13,14,16,17,18,19,20, 21,23,24,25,26,27,28 31=24	1, 8, 15, 22, 29	15 Independence Day 30 Tithi of Sri Sri Madhavdeva		Freshers Social 1 st week
9	Septemb er	2,3,4,6,7,8,9,13,14,15, 16,17,18,20,21,22,23, 24,25,27,28,29,30=23	5, 12, 19, 26	1 Janmastami 10 Tithi of Sankardeva 11 Id-UI-Fitre	1 st unit test for Degree CLasses	
10	October	1,4,5,6,7,8,9,11,12,13, 25,26,27,28,29, 30=16	3, 10, 17, 24, 31	2 Birthday of Mahatma Gandhi/ International Day of Non Violence 14-16 Durga Puja, Janmotsab of Sankardeva, Kati Bihu 22 Lakshmi Puja		
11	Novemb er	1,2,3,4,6,8,9,10,11,12, 13,15,16,18,19,20,22, 23,25,26,27,29,30=23	7, 14, 21, 28	5 Kali Puja & Deewali 17 Id 21 Guru Nanak's Birthday 24 Lachit Divas	2 nd unit test for Degree classes	Student Union Election
12	Decembe r	1,3,4,6,7,8,9,10,11,13 14,15,16,17,18,20,21 22,23,24,27,28,29,30,3 1=25	5, 12, 19, 26	2 Asom Divas 25 Christmas Day	Annual College Week	

Autumn Vacation: 14 – 23 October, 2010
(253 Working days)


 Vice-Principal
 Digboi Mahila Mahavidyalaya

