

Action Taken Report

Session 2017 – 18 (July 1, 2017 – June, 2018)

Sl No.	Plan of Action	Achievements
1	Constitution of Committees	Constituted Planning Board, Building Construction Committee as well as Purchase Committee for proper planning and utilization of the college funds/ grants received from the state government.
2	Digital Library & Digital Classroom	Earmarked an amount of Rs. 112 Lakh for construction of a G+1 story Building with equipments to be used as digital library and digital classroom.
3	Wi-Fi connectivity	An amount of Rs. 50,000.00 was spent for the Wi-Fi connection in the college campus.
4	Development of Playground	The Principal signed a MOU with one non-profit corporate NGO 'POSHAC INDIA Foundation' to collaborate with the college to develop a playground taking financial help from CSR of corporate sector.
5	Statute for election of office bearers to Students' Union Body	The Principal constituted a committee consisting of Assistant Professors for preparing a statute which was approved by the Governing Body of the college in its meeting held on 28/10/2017.
6	Renovation of Building and Toilet Block	Necessary steps were taken for renovation of Assam Type Buildings with Toilet Blocks for the male students of the college. Also Toilet Blocks for teachers of the college were constructed.
7	Promotion of Assistant Professors	The Governing Body approved the constitution of Departmental Promotion Committee (DPC) for the said promotion of the Assistant Professors and latter following all necessary procedures as per UGC guidelines the Assistant Professors were promoted to the next upper stage Scale of Pay.

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8	Drinking Water Facilities and Seating arrangements	Demands were fulfilled within a short period of time.
9	Seminars/ Workshop/ symposia	Funds were given to the IQAC for organizing some Seminars/Workshops/symposia etc.
10	Talk/ Lecture Programs	<p>a. The Women's Cell, Damdama College in collaboration with the IQAC of the college and Alok De Lite, an NGO organized a talk on 'Gender Disparities: Its Social and Economic Causes' on March, 08, 2018. The Chief Dignitary was Dr. Birubala Rabha, woman activist and social reformer, nominated for the Nobel Peace Prize in 2005.</p> <p>b. The IQAC organized a lecture cum interaction session on the Semester Examinations on 21st April, 2018.</p>
11	Awareness camp/ Program	<p>1. A blood donation awareness camp was organized on 14/06/2018.</p> <p>2. The college organized an interactive program on the International Yoga Day on 21.06.2018 to explain the idea of non-violence through interconnectedness of the mind and body.</p> <p>3. With a view of promoting clean and green environment, a cleanliness drive program viz., 'Swachh Bharat' was organized by Damdama College which was enthusiastically participated by the students and teachers alike.</p>
12	Office Documents	Necessary steps were taken to digitize the documents Files will have to be organized and catalogued.
13	Office Automation	Within the year the college office has been partially automated. Administrative works, including fee collection, maintenance of audit, students' profile etc., have been carried out with the help of computer software.

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14	Promotion of office Assistant	Steps were taken for promotion of LDA staff to UDA who acquired requisite qualifications already.
15	Improvement of College Library	The college library has been done fully computerized. The Library is enriched with a standard integrated library management software SOUL 2.0 (Network Version) developed by INFLIBNET Centre, Ahmedabad for automating the housekeeping activities of the library.
16	Steps for student's Progression	<ol style="list-style-type: none"> 1. Remedial classes were organized for the academically weaker students. 2. The academically brilliant students were encouraged to participate in lecture presentations on certain topics in the class. 3. Meritorious students are felicitated on the college's Foundation Day i.e., on 9th August.
17	Educational Tour	Educational tours were introduced as part of the teaching learning process.
18	Girls' Common Room	Girls' Common room was renovated with sufficient sanitation and recreation facilities. Seating arrangements were increased.
19	Classroom Facility	<ol style="list-style-type: none"> 1. Classroom furniture, electric frictures and blackboards which had been damaged has been replaced. 1. Under a 'happy classroom' concept, a music and meditation room was set up. Through story-telling, films etc., students were exposed to the beauty of gender equality, religious and racial tolerance and respect for the differently able.
20	College Uniform	Decision to change college uniform has been taken which has been a major grievance of the students.


 Principal & Secretary
 Dardama College
 P.O.: Kulhati, Dist.: Kamrup
 Assam, Pin-781104