



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution	
	Damdama College
<ul style="list-style-type: none">Name of the Head of the institution	Dr. Suranjan Sarma
<ul style="list-style-type: none">Designation	Principal
<ul style="list-style-type: none">Does the institution function from its own campus?	Yes
<ul style="list-style-type: none">Phone no./Alternate phone no.	6900648545
<ul style="list-style-type: none">Mobile No:	6900648545
<ul style="list-style-type: none">State/UT	Assam
<ul style="list-style-type: none">Pin Code	781104
2.Institutional status	
<ul style="list-style-type: none">Affiliated / Constitution Colleges	Affiliate to the University of Gauhati

• Type of Institution	Co-education			
• Location	Rural			
• Financial Status	UGC 2f and 12 (B)			
• Name of the Affiliating University	Gauhati University			
• Name of the IQAC Coordinator	Dr. Saurav Sengupta			
• Phone No.	9867396476			
• Alternate phone No.	9867396476			
• IQAC e-mail address	iqac78@gmail.com			
• Alternate e-mail address	iqac78@gmail.com			
3. Website address (Web link of the AQAR (Previous Academic Year))	https://damdamacollege.edu.in/storage/iqac/aqar/6630c/			
4. Whether Academic Calendar prepared during the year?	Yes			
• if yes, whether it is uploaded in the Institutional website Web link:	https://damdamacollege.edu.in/uploads/files/Academic%23.pdf			
5. Accreditation Details				
Cycle	Grade	CGPA	Year of Accreditation	Validity from

Cycle 1	B	73.95	2006	21/05/2006
Cycle 2	B	2.18	2023	03/03/2023

6.Date of Establishment of IQAC	10/02/2016
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7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/WoI etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with c
NA	NA	NA	NA

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
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<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
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9.No. of IQAC meetings held during the year	7
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<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
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10. Whether IQAC received funding	No
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from any of the funding agency to support its activities during the year?

11. Significant contributions made by IQAC during the current year (maximum five bullet:

Use of digital classrooms using smart board, laptop, projectors etc. improved facilities

Construction of Badminton Court.

Modification class routine for academic development.

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

Plan of Action	Achievements/Outcomes
Modernize Classrooms. Digitize Classrooms. Improve drinking water facilities	Installed new projectors, TV in Cl Installed water filters for improv facility
Increase Number of Computers for benefit of students and Teachers	Separate Block created in the Coll Computers and internet for teacher have their own block.
Increase Journal and newspaper subscriptions	New newspapers and journals added library.
Digitization of more books	More rare and old books digitized

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	15/05/2023

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	20/02/2024

15. Multidisciplinary / interdisciplinary

Interdisciplinary examines, combines, and harmonises connections between to create a well-organized and consistent whole. On the other hand, v thing from other disciplines' points of view is referred to as multidisciplinary. Because of the challenges that the educational in facing in the twenty-first century, they must engage both faculty and multifaceted approach to topics and concerns. Building competencies a demand sophisticated thinking and sophisticated problem-solving techn

the utility of such an approach. Further, a student who takes a multi approach develops a wide range of abilities that are applicable in a employment settings, including problem-solving, critical thinking, time self-management, communication and writing, analytical and research a teamwork, and much more. Being a higher education institution, Damdam encourages multitasking among its faculty and students. The college's students offer seminars and talks on topics like the environment, social and culture, as well as women's health and economic position. Discussions include things like how students react to biodiversity protection and styles. Women activists, bankers, government representatives, and medical professionals are invited to speak to faculty members and students about government policies affect both economic structures and political institutions of the institution's plan to involve students and faculties more in a approach. Student elections, NSS, NCC, and other institutional structures students to discuss and participate in local and social concerns like malnutrition, and women's emancipation. Students were helped in this periodic lectures on the unique challenges and difficulties of North India. Another forum for discussing politics and policy is student parliament. Students frequently travel to adjacent villages to learn about the connection between community activity and government development initiatives, such as building new digging wells, and how these initiatives ultimately affect the abolition of superstitions and other harmful customs. The value of youth responsibility addressing pollution and associated crises is celebrated during bike sporting events. In addition to being beneficial for the environment, programmes foster in young people a sense of responsibility for protecting flora and wildlife.

16. Academic bank of credits (ABC):

The National Academic Depository (NAD), which serves as the foundation holds the students' academic records, served as a model for the creation of the Academic Bank of Credits. ABC enables students to register or begin as well as to view the results of credit redemption, receive certificate award records. However, the Academic Bank of Credits (ABC) is a new concept. Damdama College will permit students to exercise their freedom to attend higher education institutions because it is a constituent college of Gauhati. As a result, the Academic Committee of the College is working and management to develop a strategy that will both allow students to option and prepare faculty for the unique problems it presents. It addresses the challenges for teachers is to be computer savvy and knowledgeable about recent advancements in their respective disciplines. The college created the use of IT in classrooms after taking this into consideration. The programme is hosted by the E & ICT Academy at IIT Guwahati. Teachers were also given mentoring techniques, with the understanding that kids come from various backgrounds and have different skill sets depending on their academic economic standing.

17. Skill development:

The institution has launched a number of programmes and initiatives to help students for the workforce. Because of the intense and challenging current job market, students cannot compete on the basis of their formal education to achieve their objectives and to be accepted in the competitive environment. In light of these facts, our college offers students to develop their particular talents. In light of these facts, our college offers students for developing their abilities and skills. On January 4, 2022, the College conducted a webinar by the EDC to educate students about investing. Students benefited

advice of Prof. Pranjal Bezbaruah, Department of Commerce, Dibrugarh Students can get helpful advice on photography, dairy farming, and training for young children from the college's EDC Cell. On December 28, 2021, Guidance Cell (CGC) hosted a seminar on post-college career alternatives, preparedness, and skills. The invited speaker was Mr. Basanta Gogoi, Guwahati. Additionally, the college is in discussions with the MSME Cell to assist students in acquiring the skills they need in "Machine Maintenance Automation," "Computer Hardware and Network Management," "Graphics and etc. For the current session, students have signed up for the aforementioned

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

As a linguistic franca, Damdama College promotes academic activities in Assamese. The majority of honours classes use this method. Students receive classroom instruction more frequently in their "mother tongue" for studies. Additionally, novels, books, and other academic resources written in Assamese languages are being presented in classrooms at a time when academic curricula emphasize cross-cultural learning. To encourage discussion of ideas and viewpoints in Assamese languages, the college has made digital classes available to students. Seminars and workshops are held in Assamese, although professionals rarely discuss concepts from other language platforms with them. For the better good of the communities, resource people with competence in vernacular languages offer lectures. An online magazine called "Anushlan," published by the college, routinely publishes essays, poems, and academic discussions in Assamese. Assamese Magazine, Kachioli similarly offers pieces in both Assamese and English. Students who study in vernacular mediums to share their perspectives. The college intends to preserve India's Knowledge System using the following strategies: oral literature, the preservation of indigenous manuscripts, experts on endangered dialects, medicinal plants, agricultural practices, and equipment, and a proposed museum for the college where the social, political, and cultural development of the area could be displayed. All of these activities are in light of the protracted genocide India underwent at the hands of the British and the continued mutilation of these forms under neo-liberalism and globalization. The surrounding area of the institution has a diverse traditional mix of religions and faith, and it is more crucial than ever to preserve this rich cultural heritage. The classical and regional music of India must also be maintained. To this end, the college has started holding classical musical festivals; the most recent was held on January 11, 2022. For racial harmony and peace, the college has also celebrated holidays like Holi, Fateha'Dwaz-Daham, and Saraswati Puja.

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

Damdama College began offering a three-year IT(Voc) course through Gauhati University in 2013 due to the institution's affiliation with the university and support from the UGC or RUSA. Additionally, the College and AMTRON, AICTE together to create IT courses that would aid students in finding employment. In addition, the six undergraduate courses offered are outcome-based. Students who successfully complete these courses can pursue higher education and a variety of public and private employment. Students are given certain knowledge in the Skill Enhancement Course offered by CBCS. They may apply for state and federal government positions. In addition to this, the training improves the students' writing skills. It inspires students to pursue writing and tourism. The ability enhancement courses, on the other hand, help students in improving their communication abilities.

20.Distance education/online education:

The degree programme under IDOL has been provided by the college. Most seminars during the pandemic were held online. The college has also used internet to organise intercollegiate essay contests. An online journal "Anushilan" is also published by the college's Adhyan Mancha. Three classrooms at the college are equipped with projectors and other technology for online classes. However, this quantity is insufficient in light of the size of the students that are now enrolled in the college. The management has been asked to network more classrooms in the digital style. Unfortunately, the college's current financial situation prevents recommendations from being put into action. The library has also digitised a number of physical volumes, making them easily accessible via the digital system. The lectures and other programmes are videotaped and made available via the channel damdamacollegelibrary/channel s. The institution provides a channel where students may obtain information about lectures, events, college-related activities. The college has introduced programmes for distance learning using the IDOL platform of Gauhati University. This also enables faculty members to participate in numerous orientation classes. Through the "zoom" platform, the College held a few national seminars using the same resources. The expense of physically bringing in academic parts of the country and region was significantly reduced in this fashion. The college used the internet platform to create two e-journals. Social sciences journals. The application for the same has been submitted to RNI India. A number has been requested. The application for the other journal, which is in the category of "Science Fiction," is also still pending with the RNI. The Information System has also simplified the class management process. Faculty members are asked to create their lesson plans, which are then submitted to the Cell and posted online at www.damdamacollege.edu.in.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	14
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File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1090
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File Description	Documents
Data Template	View File

2.2	277
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		159
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		21
Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		33
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		18
Total number of Classrooms and Seminar halls		
4.2		5385.225
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		15
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution adheres to the curriculum of Gauhati University. The the college prepares the academic calendar as well as the centralised UG programme. Based on the centralised class routine the departments departmental time table. The faculty members prepares and maintains t

plan with proper records. Every department properly maintains the dep record the attendance and enrollment of students. Moreover meetings c are held from time to time to discuss various issues relating to rout maintenance of teaching plan, maintenance of class diary. Thed outcor recorded in meeting minutes. The academic committee is responsible fc delivery for which efforts are made to outreach the academic needs of departments integrate classroom teaching with various ICT tools, inte presentation, field visit etc. The departments also organise lecture a platform gto the students for upgradation of their knowledge.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://damdamacollege.edu.in/storage/information/down

1.1.2 - The institution adheres to the academic calendar including for the conduct of Contin

The institution maintains and follows the academic calendar of Gauhat classes and examination are conducted on the basis of the time schedu of the affiliating university. The college has an examination cell th examination as well as semester final examination following the Gauha examination norms and procedures. For the conteneous evaluation the s organize group discussions, seminars etc. Moreo ver for overall devel various co-curricular activities are organized like college week, fre celebration of important days of national importance etc. For the con the students the department undertakes various measures like remedial mentoring, etc. It is noteworthy that there is a well planned mentori particluar mentees are allotted mentors for their overall guidance.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://damdamacollege.edu.in/storage/cal

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

B. Any 3 of the above

File Description
Details of participation of teachers in various bodies/activities provided as a response to the me
Any additional information

1.2 - Academic Flexibility

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

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

14

File Description

Any additional information

Minutes of relevant Academic Council/ BOS meetings

Institutional data in prescribed format (Data Template)

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data required in prescribed format (Data Template)

0

File Description

Any additional information

Brochure or any other document relating to Add on /Certificate programs

List of Add on /Certificate programs (Data Template)

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

0

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

0

File Description

Any additional information

Details of the students enrolled in Subjects related to certificate/Add-on programs

1.3 - Curriculum Enrichment

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

Maintenance of professional ethics, gender equality, respect for human rights and environmental sustainability are the primary goals of the institution. The institution consists of two important cells for gender sensitization - against Sexual harassment. The Women cell organises time to time meetings related to women health and gender sensitization. The Cell also acts as a vigilance against any form of sexual discrimination and harassment on campus. This Cell is responsible for creating a safe working environment for teaching and non-teaching staff as well as girl students. The curriculum also covers ethics through some papers of Education, Assamese and Political Science. Papers on gender, ethics, environment and sustainable development cover

Political Science and Education which are taught in the class. It is environmental studies is compulsory paper for all U.G Second semester

File Description

Any additional information

Upload the list and description of courses which address the Professional Ethics, Gender, Human Environment and Sustainability into the Curriculum

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

105

File Description

Any additional information

Programme / Curriculum/ Syllabus of the courses

Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses

MoU's with relevant organizations for these courses, if any

Number of courses that include experiential learning through project work/field work/internship (Template)

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

105

File Description

Any additional information

List of programmes and number of students undertaking project work/field work/ /internships (

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description

URL for stakeholder feedback report

Action taken report of the Institution on feedback report as stated in the minutes of the Govern Council, Syndicate, Board of Management (Upload)

Any additional information(Upload)

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected

File Description

Documents

Upload any additional information	View File
URL for feedback report	https://damdamacollege.edu.in/storage/igac/student_satisfac

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

560

File Description	De
Any additional information	
Institutional data in prescribed format	

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

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

186

File Description	
Any additional information	
Number of seats filled against seats reserved (Data Template)	

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Prog and slow learners

The institution has implemented a comprehensive mechanism to evaluate learning requirements of students. This intends to identify slow and through the assessment of their previous qualifying exam performance. interaction and mentoring, the institute has set a bench mark for bot students. Slow learners are identified if they secure less than 50% c evaluation as well as final semester examination, while advanced lear they score more than 70%. The institute has adopted the following met promoting their academic growth and overall development:

For Slow Learners

For Advanced Learners

- Mentoring
- Extra Classes
- Remedial Classes
- Group Discussion
- Individual Presentation

- Skill Development Classes
- Continuous Monitoring
- Home Assignment

- Mentoring
- Peer Review Classes
- Seminar
- Individual Presentation
- Continuous Monitoring
- Home Assignment
- Group Discussion

File Description	Documents
Link for additional Information	https://damdamacollege.edu.in/storage/information/download
Upload any additional information	View File

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

Number of Students	Number of Teachers
1090	23

File Description	Documents
Any additional information	

2.3 - Teaching- Learning Process

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

Various departments of the college in consultation with the Academic Council have adopted several student centric methods that would help in enhancing learning experiences such as Interactive Method, Computer-assisted Learning, Experiential Learning, Project-based Learning. The teachers of the institution commonly use the conventional lecture method that facilitates the teacher to interpret the content of a topic for better perceptiveness of the subject by the learner. In addition to the conventional method of oral lectures, ICT based tools like power point presentations are adopted to make teaching learning process more effective. In the interactive learning process, news analysis, discussion, questions and answers on current affairs are adopted in classrooms were adopted by the teachers for motivating the students. Below:

1. **Experiential Learning:** In order to develop creativity and cognitive skills among students the following experiential learning practices were adopted in various departments of the institution like- Laboratory Sessions, etc.
2. **Participatory Learning:** Students were encouraged to take part in various activities like Group discussions, Individual Presentations, Projects, Annual projects, etc. participate in activities where they can use their skills etc.
3. **Problem-solving methods:** Department of the institution motivates students to extend problem solving skills. In this context, the departments c

lectures on different topics, participate in various competitions studies, Class presentations etc.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://damdamacollege.edu.in/storage/information/download

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description

The institution provides various ICT facilities like desktops, laptop printers and other gadgets to the students for effective learning. The partially wifi enabled. Moreover, the library of the institute has Sc also provides various e-books and e journals are made available to the members. The institution also timely maintains computerize records of institution has provision for class presentation by students via digital projector, smart TV, computer etc) and maintain records of the same.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://damdamacollege.edu.in/storage/information/download

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

2.3.3.1 - Number of mentors

23

File Description
Upload, number of students enrolled and full time teachers on roll.
Circulars pertaining to assigning mentors to mentees
mentor/mentee ratio

2.4 - Teacher Profile and Quality

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

23

File Description	D
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Full time teachers and sanctioned posts for year (Data Template)	
Any additional information	
List of the faculty members authenticated by the Head of HEI	

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

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

9

File Description
Any additional information
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / number of full time teachers for year(Data Template)

2.4.3 - Number of years of teaching experience of full time teachers in the same institut completed academic year)

2.4.3.1 - Total experience of full-time teachers

205

File Description
Any additional information
List of Teachers including their PAN, designation, dept. and experience details(Data Template)

2.5 - Evaluation Process and Reforms

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

The internal assessment of the institution is conducted as per the in the affiliating university (Gauhati University). The examination bran responsible for the smooth functioning of internal examinations. Deta

1. The examination is conducted for 20% of marks in each paper.
 - As per the space provided in the academic calendar of the aff routine (centrally) is prepared by the institution, where wri held for 10% of marks.
2. A two-stage evaluation process has been adopted by the institu 10% marks.
 - Maximum 4% marks are allotted to student's attendance.
 - While the remaining 6% marks are allotted to performance of stude activities like group discussion, seminar presentation, survey or performances etc.

3. Additionally, occasional tests are also conducted by the department syllabus.

File Description	Documents
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Any additional information	View File
Link for additional information	https://damdamacollege.edu.in/storage/information/download

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

The institute has developed an effective method at institute and university level.

At Institute level: an examination committee is formed, consisting of faculty members, teaching and non-teaching staffs as members, to handle issues related to the assessment process.

- The teacher provides assessment scripts to students and responds to their queries or concerns.
- If a student is dissatisfied with the marks given, even after the issue is resolved, he may appeal to the HOD in concern. All of these claims are handled within the stipulated time limit.
- The faculty mentor counsels students, and those who fail tests are given extra lessons.
- Internal Assessment marks are submitted into the University web portal within the stipulated time limit.

At University level: If students have complaints about the examination response scripts, they are forwarded to the concerned subject faculty. The grievance redressal mechanism includes:

- **Re-Evaluation:** If students are dissatisfied with their results, they can request for re-evaluation of their answer scripts within two weeks of the results. The findings of the re-evaluation will be released in accordance with the university guidelines.
- **Challenge assessment:** If re-assessment results are unsatisfactory, students can request for a challenge evaluation within two weeks after the announcement.

File Description	Documents
Any additional information	View File
Link for additional information	https://damdamacollege.edu.in/storage/information/download

2.6 - Student Performance and Learning Outcomes

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

The institution offers outcome-based teaching and clearly outlines the learning outcomes of its programs and courses. The institution uses the following techniques to measure the learning results to students. The learning outcomes of the programs and courses are measured on a regular basis. At the beginning of every semester, the institution held Orientation Classes for students for a better understanding of the program offered to them. Students may easily access hard copies of syllabus and course materials.

the departments. The significance of learning outcomes was conveyed t academic committee meeting. Students are made aware of the same throu meetings, Classrooms, Department Notice Boards etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://damdamacollege.edu.in/storage/information/dow
Upload COs for all courses (exemplars from Glossary)	View File

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

Damdama College is affiliated under the Gauhati University and offers under the faculty of Arts. The institution follows the course designe university. The institution evaluates the program outcomes, and cours notifies the students of these evaluations through formal discussions on the department notice board. After monitoring the accomplishment c discovered that both student ability and passing percentage are gradu institution addressed the accomplishment of assessing the POs, and CC following procedure:

- Academic academic calendar of the affiliating university is follc
- Faculty members of the institution maintain records of the events calendar.
- Semester-wise assessment outcomes are also recorded by the HOD's.
- Academic Committee of the institute monitors the overall performa
- Career guidance cell of the institute reviews the student's progr offer numerous training programs to benefit them.

The Program outcomes of Bachelor of Arts are as follows:

1. Students learn about community participation and overall awarenes environment.
2. Students have improved their analytical and imaginative skills.
3. Students enhanced their communication abilities.
4. Students are taught moral values.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://damdamacollege.edu.in/storage/information/dow

2.6.3 - Pass percentage of Students during the year

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

159

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://damdamcollege.edu.in/storage/igac/annual_report

2.7 - Student Satisfaction Survey

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

https://damdamcollege.edu.in/storage/igac/student_satisfaction/66309

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description
Any additional information
e-copies of the grant award letters for sponsored research projects /endowments
List of endowments / projects with details of grants(Data Template)

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

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

0

File Description	Doc
List of research projects and funding details (Data Template)	
Any additional information	

Supporting document from Funding Agency	
Paste link to funding agency website	

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

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

7

File Description	Do
Report of the event	
Any additional information	
List of workshops/seminars during last 5 years (Data Template)	

3.2 - Research Publications and Awards

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

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

3

File Description	
Any additional information	
List of research papers by title, author, department, name and year of publication (Data Template)	

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

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

30

File Description	
Any additional information	
List books and chapters edited volumes/ books published (Data Template)	

3.3 - Extension Activities

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

Damdama College conducts various extension and outreach activities in communities with the purpose of creating awareness and sensitization. The college encourages regular engagement of faculty members, students and neighbourhood community for their holistic development and sustained. The faculty members are involved in sharing their knowledge with the neighbouring primary schools. The Extension Cell of the college along with NCC, National Service Scheme (NSS) has been carrying out a series of activities to sensitize students to social issues and holistic development for last several years. The college organizes various activities every year to educate the local community on social, legal issues. During the year 2022-23, the college has organized Free Health Camp, International Yoga Day, Independence Day, Yoga Training

Campaign, observation of National Education Day, Bir Lachit Diwas, an Institutional Plantation Programme. Further, the College has been educating the community on the risks of plastic and adopting measures for clean and green extension activity includes practice teaching for the 6th Semester Students and selected school teachers to enhance their teaching skills.

File Description	Documents
Paste link for additional information	https://damdamacollege.edu.in/
Upload any additional information	View File

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

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

0

File Description
Any additional information
Number of awards for extension activities in last 5 year(Data Template)
e-copy of the award letters

3.3.3 - Number of extension and outreach programs conducted by the institution through government and non-government organizations etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with government and non-government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description
Reports of the event organized
Any additional information
Number of extension and outreach Programmes conducted with industry, community etc for the year (Data Template)

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

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

1073

File Description
Report of the event
Any additional information
Number of students participating in extension activities with Govt. or NGO etc (Data Template)

3.4 - Collaboration

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

3

File Description
e-copies of linkage related Document
Details of linkages with institutions/industries for internship (Data Template)
Any additional information

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

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

4

File Description
e-Copies of the MoUs with institution./ industry/corporate houses
Any additional information
Details of functional MoUs with institutions of national, international importance, other universities etc. during the year

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution also has not received any funds either from RUSA or UGC. However, the college authorities, taking cognizance of the large number of students to study in the College, the management built various type structures and facilities created Digital classrooms, seminar halls and other infrastructures with the college's own fund. The college has a total of 20 classrooms and 5 Teacher's Common Room according to the Departments of the college. It also has a Girls Common Room, 1 IQAC room, playground, 1 open auditorium for hosting events, The college has a total of 12 computers and 7 of it are available for students use. The library has been partially automated with the incorporation of library management software namely SOUL 2.0. Databases has been improved and the library now subscribes to a few number of journals and e-books for

Facilities for ICT classes have been constructed. Drinking water faci constructed with funds from local area MLA fund

File Description	Doc
Upload any additional information	
Paste link for additional information	

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, o centre etc.

The college has a fully equipped gymnasium, playground, a yoga room, n open stage for hosting various cultural events. The playground is use for various sports and games like volleyball tournament, self defence The gymnasium has 1 Bench Press Seat, 1 Flexible Seat, 6 pairs of Dum Plates, 1 Twister, 2 pairs of Boxing Gloves, 1 Long Bar, 2 Medium Bar Exercise Ball. The facility is open to both students and staff from 7 gymkhana has a extra dressing room and 2 bathrooms attached. For indc Carrom Boards with 5 boxes of Carrom coins and 5 Chessboards. For out 5 footballs and 2 football nets, 3 cricket bats ,6 stamps and 2 dozen Badmington there are 6 Rackets and 1 Net. The college also a room has where yoga practices on the campus conducts sessions on World Yoga Da instructors teaches the students and the teacher Asanas and practice

File Description	Doc
Upload any additional information	
Paste link for additional information	

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description
Upload any additional information
Paste link for additional information
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (IN

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year

46,4683

File Description
Upload any additional information
Upload audited utilization statements
Upload Details of budget allocation, excluding salary during the year (Data Template)

4.2 - Library as a Learning Resource

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

Damdama College purchased SOUL 2.0 version in 2018. The library automation Administration and Acquisition Module, because the main library automation Administration and Acquisition System. All library functions are done SOUL 2.0 consists of the following six main modules. Each module has into sub modules to cater to its functional requirements; Administration Catalogue, Circulation, Serial Control and OPAC.

File Description	Doc
Upload any additional information	
Paste link for Additional Information	

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description
Upload any additional information
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals (Lakhs)

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

97,391

File Description
Any additional information
Audited statements of accounts
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the (Data Template)

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

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

90

File Description	Document
Any additional information	
Details of library usage by teachers and students	

4.3 - IT Infrastructure

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

The instituton aims to improve the academic and research facilities i necessary update of IT facilities. For the year 2020-2021, the wifi k College office, classrooms, Principal's Office and IQAC Room etc was bandwith. Also three rooms were provided with projectorsfor the acade manage all these facilities from its own funds.The college has a well with latest version of computers

File Description	Doc
Upload any additional information	
Paste link for additional information	

4.3.2 - Number of Computers

15

File Description	Documents
Upload any additional information	No 1
Student - computer ratio	

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description
Upload any additional Information
Details of available bandwidth of internet connection in the Institution

4.4 - Maintenance of Campus Infrastructure

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

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

528082

File Description
Upload any additional information
Audited statements of accounts.
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)

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

The institution is well equipped with adequate number of classrooms to accommodate the increased number of students, of course, except two digital class rooms are traditional where the faculties conduct their classes with chalk, along with other forms of demonstration according to the necessity of the time. These class rooms are also used for examination purposes. It has one sports ground where all the events related to sports, culture and music, seminar, a

take place. One important part of this college is its central library spacious two storeyed building with the collection of more than 16000 numbers of weekly, monthly newspapers, journals and to add to these, which provides the facilities of e-books, e-journals etc. which is used by the faculties according to their choices following the prescribed rules. The authority supervises the maintenance and utilization of all these facilities. The college organizes formal meetings where stakeholders are invited to make aware use of these facilities.

File Description	Doc
Upload any additional information	
Paste link for additional information	

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Gov

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the G

39

File Description
Upload self attested letter with the list of students sanctioned scholarship
Upload any additional information
Number of students benefited by scholarships and free ships provided by the Government during the year (Date Template)

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

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

4

File Description
Upload any additional information
Number of students benefited by scholarships and free ships institution / non- government agencies during the year (Date Template)

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

C. 2 of the above

File Description	Documents
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Link to institutional website	https://
Any additional information	
Details of capability building and skills enhancement initiatives (Data Template)	

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

0

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

File Description
Any additional information
Number of students benefitted by guidance for competitive examinations and career counseling at the institution during the year (Data Template)

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

B. Any 3 of the above

File Description
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee, Ragging committee
Upload any additional information
Details of student grievances including sexual harassment and ragging cases

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

23

File Description	Doc
Self-attested list of students placed	
Upload any additional information	

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

5.2.2.1 - Number of outgoing student progression to higher education

File Description

Upload supporting data for student/alumni

Any additional information

Details of student progression to higher education
--

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

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the

0

File Description	Doc
------------------	-----

Upload supporting data for the same	
-------------------------------------	--

Any additional information	
----------------------------	--

5.3 - Student Participation and Activities

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

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

0

File Description

e-copies of award letters and certificates
--

Any additional information

Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)
--

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

The Damdama College Students' Union is formed every year following the Authority. Several committees work under the Damdama College Students Cultural Committee, Debate Committee, Sport Committee, Magazine Committee consists of a faculty as a chairperson, two to three faculty and an election student as Secretary. The important events of the Institute are Saraswati Puja Celebration, the Students' Freshers Meet, and the publication of a magazine. All the sports activities are carried out successfully with the participation of student members of the Sports Committee. They also encourage and help in inter-college competitions. The student members of the Magazine Committee elect a chairperson of the committee to publish the College Magazine. They handle advertisements and articles for the magazine. The student members of

organize the educational tours or trips. They do the necessary planning and the student members actively participate in other extension activities such as NSS and NCC. All these activities under the auspice of all the committees have been carried out by the faculties appointed in these committees.

File Description	Doc
Paste link for additional information	
Upload any additional information	

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

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

0

File Description
Report of the event
Upload any additional information
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)

5.4 - Alumni Engagement

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

Damdama College does not have a registered Alumni Association. The parents of the Alumni of the college has only begun lately. Students who passed out of the college at times over celebrations, including national commemorative days or events of interest like the College Establishment Day, which is the 9th of August, among them have also committed to contributing useful items to the college through their respective departments.

File Description	Doc
Paste link for additional information	
Upload any additional information	

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

File Description	Docu
Upload any additional information	

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

The motto of our college is 'Jyan Jyoti Diptam' or knowledge is power not merely connote the accumulation of facts and information. It must creative and original thinking that may gradually bring about a posit one's personality so as to prepare our students to establish themself responsible citizens capable of meeting the challenges of time and ma opportunities as they come in life. Our vision is to plan for develop institution of excellence that would provide our students with the be and to make all possible efforts to upgrade the college to the status multi-stream institution.

Mission:

The Governing Body of the College is the apex authority for College g Principal serves as its Secretary. Institutional policies and all maj approval of the Governing Body, which thereby sets institutional pric has been imparting education at the degree level in the arts stream, provision of Distance Learning under KKHSOU.

File Description	Documents
Paste link for additional information	https://damdamac
Upload any additional information	View F

6.1.2 - The effective leadership is visible in various institutional practices such as decentrali management.

The Governing Body of the College is the apex authority for college g Principal serves as its secretary. Institutional policies and all maj approval of the Governing Body, which thereby sets institutional pric strategies that have been put in place to achieve the priority of prc empowering education include,

1. Decentralization of functions and a participatory system of gover the different Committees and Cells in the College.
2. The Governing Body of the College and the different Committees an for stakeholder participation in Institutional functioning.
3. The Principal of the college, who is also the Secretary of the Gc meetings of the Governing Body, and also meets with teachers and of matters pertaining to the College.
4. Teachers are appointed as Conveners and members, and student repr part of the Committees of the College. This helps create a congen in the college.
5. Programs on extension activities are also carried out by NSS and college.
6. Teachers mentor students in an endeavor to bring out their best a

File Description	Doc
Paste link for additional information	
Upload any additional information	

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC of the college holds an important position in maintaining the institution. The IQAC of the College prepares the institutional and emphasizes its effective implementation. The action plan for the year below:

Strategic Plan 1: Preparation of Academic Calendar, Class Routine, and

Strategic Plan 2: Monitoring implementation of Curriculum through Acad

Strategic Plan 3: To improve ICT facility and its use by students and

Strategic Plan 4: To conduct research activity on women and other iss

Strategic Plan 5: To promote faculty exchange/student exchange progra

Strategic Plan 6: To organize an awareness program on ecology and the

Strategic Plan 7. Program for Community Harmony.

Strategic Plan 8. Construction of ICT Classrooms and Seminar Halls.

Strategic Plan 9. Development of the Library.

File Description

Strategic Plan and deployment documents on the website

Paste link for additional information

Upload any additional information

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

Damdama College functions in the most accountable and transparent way college administration functions with the assistance of the governing The principal is the secretary of the governing body, and he works as for the management of the college administration. The Director of Hig the President, the University Nominee, Guardian members, and represen employees.

Regarding the appointment of Assistant Professors and non-teaching st college authority adheres to the guidelines of the Director of Higher college authority maintains service ethics, accountability, and trans appointments and recruitment. In the case of service rules, the colle College Employees Rule" of the Govt. of Assam. In terms of curriculum evaluation, syllabus of courses, and academic calendar, the college f affiliating Gauhati University

File Description

Documents

Paste link for additional information

Nil

Link to Organogram of the Institution webpage

<https://damdamacollege>

Upload any additional information

[View Fi](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student

B. Any 3 of the above

Admission and Support Examination

File Description

ERP (Enterprise Resource Planning) Document

Screen shots of user interfaces

Any additional information

Details of implementation of e-governance in areas of operation, Administration etc (Data Temp

6.3 - Faculty Empowerment Strategies

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

The Teaching and Non-teaching staff of the college constitute the head of the college. The institution adheres to service ethics, rules, and regular measures effectively taken for the welfare of teaching and non-teaching staff. The measures are mentioned below:

1. Availability of the Teachers Aid Fund and the Workers Welfare Fund
2. General Provident Fund account facilities.
3. Pension Schemes for employees (Both OPS and NPS)
4. Leave facilities like C/L, CCL, EL, Medical Leave, SL as per "Assam Rule".
5. Separate departmental Common rooms for every departments.
6. Seminar hall and meeting room with internet facility.
7. Provision of separate department libraries for every departments.
8. CCTV surveillance as security measures.
9. Computer sets with Wi-Fi, Photostat printer facility for teachers

File Description

Documents

Paste link for additional information

[damdamac](#)

Upload any additional information

[Vic](#)

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

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

0

File Description
Upload any additional information
Details of teachers provided with financial support to attend conference, workshops etc during 1 (Data Template)

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

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

0

File Description
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).
Reports of Academic Staff College or similar centers
Upload any additional information
Details of professional development / administrative training Programmes organized by the Univ teaching and non teaching staff (Data Template)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Program (Professional Development Programmes, Orientation / Induction Programmes, Refresher etc.)

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

File Description
IQAC report summary
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)
Upload any additional information
Details of teachers attending professional development programmes during the year (Data Temp

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

Departments of the college, through the HODs and faculty members, ens are sufficiently communicated to the students. The same is displayed website. HODs distribute the latest bachelor (UG) level syllabus and prepare teaching plans on the syllabus so distributed. Faculties prep maintain records of class taken through individual or departmental lc Committee periodically monitors the teaching learning process and tak pertaining to the departments, including installing new light bulbs, facilities. Periodic feedbacks taken from students ensure that their redressed. Faculties take recourse of such facilities like ICT, multi theater, etc and seminar talks. Academic calendars are followed. Sess periodically conducted. Parent-teacher meetings are organized. The IQ

performance appraisal system for teachers through the Academic Committee of courses is evaluated by respective HOD's who take up the matter when and as required. Missed classes and remedial classes are made available to maximize their opportunities for reading and learning. There are provisions for an Audit.

File Description	Doc
Paste link for additional information	
Upload any additional information	

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various financial audits carried out during the year with the mechanism for settling audit objections

The Principal of the college, who is the DDO of the college, supervises the accounting systems of the college as per the management rules of the Education. All major financial transactions are made through RTGS, NEFT. The College conducts internal and external financial audits on a regular basis with accounting standards generally adopted in India. An audit includes evidence supporting the amount and disclosure in the financial statements, also includes assessing the accounting principles used and significant management, as well as evaluating the overall presentation of the financial information necessary for the purpose of the audit is clearly provided by the accountant. The college keeps proper books and accounts, as required by law. It maintains a cash book as its book of prime entries. Receipts and payments are recorded in the General Fund, Students Union Fund, Examination Fund, and Library Fund.

File Description	Doc
Paste link for additional information	
Upload any additional information	

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers (in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers (Lakhs)

0

File Description
Annual statements of accounts
Any additional information
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers for the year (Data Template)

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

There are very limited sources for fund generation. The College mostly depends on the following sources for funding:

1. Examination Center Fees

2. Admission Fees.

Besides these, the college has no sources for the generation of funds

File Description	Doc
Paste link for additional information	
Upload any additional information	

6.5 - Internal Quality Assurance System

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

IQAC is the heart of the institution. It plays a pivotal role in main quality of the college and institutionalizing quality assurance strat

1. IQAC conducts regular audit of the academic and administrative per college, working in close proximity with the governing body of the cc

2. The IQAC reviews and tracks the performance of the teacher through research of the teachers as well as functioning of various department regular intervals.

3. The IQAC holds meetings with the governing body and the principal discuss administrative performance, strategies, student feedback, and administrative action plan. Based on the feedback, the IQAC makes act standard of teaching, professional skills and capabilities of teachers

4. The IQAC organizes seminars and workshops to improve the professic teachers.

5. The IQAC reviews the effective implementation of the curriculum al program outcome, course outcomes, academic calendars, teaching and ev planning, etc.

File Description	Doc
Paste link for additional information	
Upload any additional information	

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

The IQAC plays a pivotal role in reviewing and implementing teaching through various innovative measures and strategies. The college admin IQAC, conducts an external academic and administrative audit. The aca academicians from the affiliated university. The main purpose of the review and evaluate the functioning of the institutions well as effec teaching and learning process in the institution. The institution als academic audit on regular intervals to appraise the functioning of th encourage teachers to do research and publications, analyze student f internal audit comprises the Principal, IQAC members, and heads of de needs of the present system of education, the college administration

measures to blend the teaching and learning process with ICT. There is a smart classroom with wi-fi facility. The IQAC conducts monthly lecture series to enhance their professional skills and to encourage them to do research.

File Description	Doc
Paste link for additional information	
Upload any additional information	

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://damdamacollege.edu.in/storage/iqac/annual_report_2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The College has been always active to plan and organize different curricular programmes to make well acquaint to students regarding gender sensitization. Damdama College has been maintaining Gender equity through Cell and other related bodies. The College promotes gender equity through competitions, awareness programs, screening of special films dealing with violence against women for the students along with special drives of the importance of female hygiene.

This academic year College has organized the following programs for gender sensitization:

1. On the occasion of International Women's Day a lecture was delivered on the theme for the year "DigitALL: Innovation and Technology for All". Rtd. Associate Professor and former HOD Department of Economics,

2. With a view for promoting awareness on women centric issues The F college arranged the screening of an Iranian Movie viz Rozi ka Za

Following facilities show gender sensitivity:

1. **Safety and security:** The institution has set close circuit televi the entire institution to keep strict watch and maintain safety a
2. There is a special Grievance Redressal Cell in college handles is safety and security and their rights.
3. **Common Room:** Common rooms for boys and girls are available for ti maintained by housekeeping people under the in-charge of Girls Cc the Student Union.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
---	-----------------------

File Description	Docume
Geo tagged Photographs	
Any other relevant information	

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

Solid Waste Management

1.Damdama College is a plastic free campus and bans single use of pla Eco-friendly wooden and bamboo dustbins have been newly added in the college regularly organizes cleanliness drive where students and teac keep the campus clean.

2. Separate dustbins for biodegradable and non-biodegradable are made

3. Organic wastes are collected in garbage pit located at the backside and are later used as compost while dry waste such as woods, concrete waste is collected from the low lying areas of the college.

Liquid Waste Management

1. Soak pits are constructed for the safe discharge of non-reusable waste into the environment.
2. Dams College launched Project "Amritsarav" for the harvesting of rain water which is collected via funnel and diverted into the nearby ponds to reduce the runoff which chokes water drains.
3. Periodical monitoring of pond environment and taking corrective measures. Water bodies within the college campus are regularly cleaned from algae and other waste to improve the water quality which is stocked with fish.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://damdamcollege.edu.in/storage/information/download
Any other relevant information	View File

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

File Description
Geo tagged photographs / videos of the facilities
Any other relevant information

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. Landscaping with trees and plants 	B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
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File Description
Reports on environment and energy audits submitted by the auditing agency
Certification by the auditing agency
Certificates of the awards received
Any other relevant information

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
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File Description
Geo tagged photographs / videos of the facilities
Policy documents and information brochures on the support to be provided
Details of the Software procured for providing the assistance
Any other relevant information

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

The college organizes and conducted several activities to build and promote for ethical, cultural, and spiritual values among the students and staff. It also addresses emotional and religious feelings among the students and the faculty, celebrated on the campus with the initiative and support of the management. The college also focuses on recreation and amusement but also to generate the feeling of oneness.

Damdama College regularly organizes programs like Saraswati Puja, Bih Dwaz-Daham etc, as a result the students identify themselves with the a part of the community which helps in the bridging of cultural, regional and communal harmony.

Motivational lectures of eminent persons from various fields are arranged for the development of the students for their personality development and to instill in them the national values of social and communal harmony and integration.

Along with the celebration of various festivals, the teachers, non-teaching staff and students regularly observe World Yoga Day, International Women's Day, Cleanliness Drive, Tree Plantation that helps students from diverse social and different linguistic backgrounds come together and bond for a similar cause.

File Description

Supporting documents on the information provided (as reflected in the administrative and academic records of the Institution)

Any other relevant information

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations and responsibilities of citizens

The College encourages students to understand democratic processes through student body elections. For this purpose, the administration appoints a Representative Officer (RO), who advises students on the various processes involved in such elections. On Election Day, students are allowed to cast their votes after they produce their voter cards. Apart from this, the college has also programs to make students aware of their rights and responsibilities such as Human Rights Day and National Voters Day that involve students in various activities relating to the environment, social service, Mission, cleaning of campus and campus beautification. There are programs for tree plantations for a 'green campus.' Also, the debating sections of the college hold debates to discuss various socio-political issues pertaining to the country. Republic Day - Every year the College observes Republic Day and Independence Day. The NSS Unit to conserve the constitutional values and to remind the students of their responsibilities as a responsible citizen of the country.

File Description

Details of activities that inculcate values; necessary to render students into responsible citizens

Any other relevant information

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

B. Any 3 of the above

File Description

Code of ethics policy document

Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims

Any other relevant information

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

Damdama college observes several national and international significant events to educate our students on the history, tradition and practices of india through various participatory ways.

1.The college celebrated India's 76th Independence Day on 15th Aug 2022 with the participation of the NCC Unit of the college.

2.Republic Day was celebrated with great fervour organized by the NCC

3. The 24th of November is celebrated as Lachit Divas to remember the Assamese Ahom General Lachit Borphukan.

4.Celebration of International Yoga Day

5. National Voters Day is celebrated every year on 25th January.

6.International Women's Day is also celebrated every year on the 8th

7.The College celebrates Human Rights day, as an attempt to make student rights enshrined in the Constitution.

8.Damdama College celebrates its' College Foundations Day every year on

9.The Chief Minister's Institutional Plantation Programme on 9th August

10. Celebration of Teachers Day by various departments of College.

11.Damdama College also becomes part of the celebration by organizing a Campaign from the 8th to 15th of August, 2022

File Description

Annual report of the celebrations and commemorative events for the last (During the year)

Geo tagged photographs of some of the events

Any other relevant information

7.2 - Best Practices

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

BEST PRACTICE I

IKIGAI - Handloom and Traditional food Distribution center for Women)

,With a view to work along with community at the grassroot level so as to achieve the goal of overall development encompassing the socio-economics of the local community,Damdama college serves as a selling center of various traditional dresses prepared by the women of the local community. The IQAC has taken an initiative to open up a selling center which we have named "IKIGAI" after the Japanese word which stands for "health and wellbeing" . IKIGAI serves as a center for women's

womenfolk of the adopted village periodically display hand woven trad art & craft along with food items . The procceds from the sale goes ba a cycle of intregation so that economic solvency drives education and

BEST PRACTICE II

Dalicher Mel - (Meeting of Minds from the literal translation of meet carpets-'dalicha' in Assamese) .

Dalichar Mel is an innovative initiative in relation to linguistic de effort is made to create an environment for interaction and active pa students coming from diversified backgrounds and to practice their re their own language in a continuous manner.The goal is to engage more and develop interactive skills.

File Description
Best practices in the Institutional web site
Any other relevant information

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and t

Social Engagements, Empowered Communities and Democracy

Like all institutions of higher education Damdama college is committe integration of society through knowledge platforms and thereby also e standards of the people in the immediate community and outside. Towar institution believes that empowering social communities through pedag extension program is one area which is immediate to the college's thr

Despite the college having very limited resources, students (both boy discovered new opportunities to learn, grow and have been recognized and extracurricular activities. Through a mechanism of backward and f society, the institution recognizes that physical achievements are al determined.

File Description
Appropriate web in the Institutional website
Any other relevant information

7.3.2 - Plan of action for the next academic year

- To explore interdisciplinary / multidisciplinary approach in syllak NEP2020

- To introduce skill-oriented Diploma, Certificate and Courses, etc.

- To motivate the faculty members for extensive use of ICT facility a in teaching-learning-evaluation process

- To conduct more personality development programmes / training works faculty members and staff. •

- To explore the thrust areas of research further •

To improve visibility of research and publish latest issues of existing publications.

To organize training for staff for innovation in teaching-learning process Leadership Programmes.

- To strengthen the activities of the College as a Center for innovation and Entrepreneurship.

- Increasing awareness of available e-learning resources • To introduce M.A (Assamese).

- Introduce UG courses in the Commerce Stream.

- Introduce new disciplines in Statistics, Mathematics, Geography and

- To conduct academic audit, financial and administrative audit.

- To improve feedback mechanism from stakeholders and its analysis.

- To increase student involvement in institutional development.

- To enhance the performance of institute related to vision, mission and

- To encourage involvement of the alumni in college development and p

- Apply for Rusa 3.0 for construction of new classrooms.