

Academic Audit Report of Duliajan Girls' College, Duliajan

The undersigned visited the college from 24-26th December, 2021 and performed an Academic Audit of the college. The college is affiliated to Dibrugarh University and was established in 1992. The Academic Audit Committee performed the SWOC analysis of the college and also forwarded some recommendations for quality improvement of the college.

Strength:

- The college is UGC recognition under 2f and 12B since 2010.
- The college is ISO 9001 : 2015 certified and is Govt. Regd. Under Societies Act and is Permanently Affiliated to D. U.
- Record in the departments like Teaching Plan, Academic Calendar, Student Seminars and Projects, evidence of study tours conducted are in order.
- There is an objective mechanism of identification of weak and advanced learners and remedial classes are conducted regularly.
- The college has a very active NSS Cell that performs extension activities in the locality and villages.
- The college offers several open courses on life skills like Yoga and several soft skill and vocational programs that are open to all.
- The Library is well maintained. It provides access to several e-text books online. The Library is found to display New Arrivals, Best Reader and Best Borrower Awards for library Student Users, Orientation Classes to New Comers, Organizing Book Fair etc.
- The college has an online feedback system for student and their guardians that can be accessed through the website.
- The college has both Dispenser and Vending machine for sanitary napkins to be used by the students.
- The College is an Arts college but has subjects like Computer Science, Home Science and Environmental Science
- The College has a big Auditorium.
- The college also has a study centre of the Krishna Kanta Handiqui State Open University (KKHSOU). Several Certificate, Degree, Diploma programs are offered by the study centre in distance mode.

Weaknesses:

- The college is suffering from scarcity of regular teaching and non-teaching staff
- The college needs to have a proper Seminar Hall
- Physical Education and Sports Facility needs improvement
- Certificate and Add-on Courses need to be started in the college
- Most departments are running with only single faculty
- Due to lack of non-teaching staff, several activities are done by teachers, which are expected to be done by Grade IV employees.



[Signature]
Principal
Duliajan Girls' College
D. U. Duliajan

- In some departments the enrolment of students needs improvement.

Opportunities:

- The college can conduct more vocational certificate programs for the students as most students are looking forward to some earning opportunity after their graduation.
- The campus has lot of open space around which can be utilized for plantation and converting the space to proper playgrounds.
- Installation of solar panels are minimum and more of it can be installed as an alternate source of power.
- The College Planning and Development Committee (CPDC) has influential people like industrialists, businessmen, Engineer etc. their contact and resources can be utilized for the development of the college.
- The students have lots of energy and potential they may be trained to appear for different competitive examinations and encouraged to take up higher studies.
- The students can be trained through add-on courses to make them smart, communicative and confident.
- As there is heavy rainfall in this area during some months of the year so the college needs to improve Rain Water Harvesting process.

Challenges:

- Many girl students persuading UG programs in the college gets married and discontinue their studies.
- There are several other colleges in the town giving tough competition to the college under consideration for getting better students.
- Most of the students of the college come from humble background. The college cannot earn resources by running some additional job oriented or professional courses.
- Filling up of vacant positions and creating of new positions is to be decided by the state government.
- Most students had their primary/secondary education in vernacular medium and so it becomes difficult for them to study in English medium necessary for major courses.

Recommendations for Quality Enhancement of the Institution

- The state government shall take immediate steps to recruit teaching and not teaching staff in the college.
- The Career Counselling Cell needs to be pro-active and conduct some workshops for the benefit of the students and try to develop their soft skills.



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- The government needs to establish Skill Development Center and Entrepreneur Development Centre in the college.
- Teachers in collaboration with the alumni need to conduct several programs in the nearby villages and motivate the parents to send their children for higher education in the college.
- Vocational education as add on courses shall be organized in the college.
- The IQAC shall conduct Students Satisfaction Survey on physical and infrastructural facilities in the college annually to understand the requirement of the students.
- A gymnasium is required in the college.
- Hostels needs to be built.
- Proper play-ground shall be demarcated and appointment of a regular Physical Education teacher is needed.
- More plantation needs to be done in the college campus.
- The college may use the empty space for herbal garden with medicinal plants.
- Books, periodicals in the library, laboratory facilities in the college needs improvement.
- The college may install sensor based lights for energy conservation and solar panel as an alternate source of energy.
- As it rains heavily in Duliajan so the college can establish the Rain water harvesting project.

Jayasree Chakrabarty

(Jayasree Chakrabarty)

Principal,

Pandit Deendayal Upadhyaya Adarsha Mahavidyalaya
Eraligool, Karimganj, Assam



Bhattacharjee

(Dibyoyoti Bhattacharjee)

Professor,

Department of Statistics,
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J. K. S.
Principal I/C
Duliajan Girls' College
P. O. Duliajan



দুলীয়া গার্লস্ কলেজ DULIAJAN GIRLS' COLLEGE

স্থাপিত: ১৯৯৭ Estd. 1992

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Regd. Under Societies Act No. RS/DIB/255/40 of 1998-99
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Included under Sec. 2(F) 12 B of the UGC Act, 1956, No. B-394/2010 (CPP-I/C)
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Ph: (0374) 2601459 (O) eja: duliagirls-college@21@gmail.com Cell: 94350 51798 (Co-ordinator)

Ref: DGC / IQAC / MINUTES-20/22

DATE: 19.02.22

MINUTES OF IQAC CORE MEETING HELD ON 19th FEBRUARY, 2022:

A meeting was held on 19th February, 2022 at 2 p.m. in the IQAC room with the welcome of all members of IQAC.

The following issues were taken up by the discussions taking place:

1. The 1st dose of Covid-19 Vaccination took place in the college on 11th January 22. The vaccination was for students between 15 to 18 years. The IQAC organized the programme in collaboration with NSS.
2. A Career Counseling Programme took place in the college on 11th January, 2022. Mr. Diganta Biswa Sarma gave a talk on 'Aim in Life and Perfection of Personality.'
3. On 24th January, the observation of 'National Girl Child Day' took place. A talk was organized in the college by the faculty members. The initiative was taken by the NSS Unit of the college.
4. Mr. Purna Kanta Mahanta Election Commissioner informed the IQAC Coordinator. The College Election was held on 10th January 2022. The charge handover to the new committee was done on 12th January 22.
5. On 22nd February, 2022. A Career Counseling will be held by CISF Unit, Duliagan. They will give a talk to the girl students about the entry into CISF by the students.
6. The Department of English, Duliagan Girls' College will sign an MOU with the Department of English, Namrup College on 25th February 2022 to conduct online teaching by the faculty members.
7. The second dose of COVID-19 Vaccination will be given on 26th February 2022 to students between 15 years to 18 years. This vaccination programme will be organized by NSS and IQAC.
8. On 26th February 2022- A mushroom growing workshop will be conducted by Mr. Pranjal Baruah.
9. On 8th March 2022 The International Women's Day will be celebrated by Women Cell, Women Welfare Cell, Teacher's Unit and NSS Unit. Dr. Tinku Moni Borah, specialist ENT (OIL India Hospital) was the resource person. A talk on women related diseases was given by the physician in the Bamhukuta Gaon and the adopted village.
10. On 5th April and 6th April the Alumni Meet took place. A cultural night took place in the Valedictory session.
11. The college has been ISO Certified by Royal Assessment Private Limited on 17th of December, 2021. The validation of the certificate is given below-

First Surveillance on or before 16.11.22
Second Surveillance on or before 16.11.23
Certificate will be valid until 16.12.24



[Signature]
Principal IQC
Duliagan Girls' College
P. O. Duliagan



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Ref: DGC / IQAC/ MINUTES-17/21

DATE: 10.04.2021

MINUTES OF IQAC CORE MEETING HELD ON 10th APRIL, 2021:

A meeting was held on 10th April, 2021 at 2 p.m. in the IQAC room with the welcome of all members of IQAC.

The following issues were taken up by the discussions taking place:

1. A Plantation and Awareness Programme on Environment took place on 16th December, 2020. Plantation of saplings took place in the college premises by NSS Unit and Environment Science Department.
2. On 9th and 11th January a Road Safety Awareness Programme and Campaign by OIL took place. On 9th January an essay competition took place in Hindi, Assamese and English language. On 11th January 2021 there was a talk and a street play performed by 'Pathar'.
3. From 6th to 12th January 2021, a seven days NSS Special Camp took place on the adopted village. Shram daan, Sanitization, Yoga, Education Survey and Interaction with villagers took place in the week long programme.
4. On 11th February 2021, A 'Road Safety Awareness Programme' was organized by the NSS Unit of the college.
5. On 12th March 2021, on the occasion of 'AJADI KA AMRUT MAHOTSAV' was celebrated.
6. On 21st March 2021, 'International Water Day' was celebrated... A lecture programme took place on that day.
7. The college was sanitized on the 23rd of March 2021 by NSS Unit as Covid-19 still prevails in the country.
8. The Home Science Department organized a Departmental Webinar on 'Fashion Forecasting – Importance, Tools and Career Prospects' on 11th July 21.
9. The Grievance Redressal Cell will conduct their yearly Sensitizing programme for all on 11th August 2021, in the college premises. This will be done by the members of Grievance Redressal Cell.



[Signature]
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Ref: DGC / IQAC/ MINUTES-16/20

DATE: 18/11/2020

MINUTES OF IQAC CORE MEETING HELD ON 18th November 2020:

A meeting was held on 18th November 2020 at 11 am. in the IQAC room with the welcome of all members of IQAC.

The following issues were taken up by the discussions taking place:

Due to Covid-19 Pandemic, the college remained closed for a long time. But efforts were taken by the Yoga department to keep the girls active.

1. A Martial Art Training Programme was held from 2nd January 2020 to 5th February 2020. The Programme will be organized by the Yoga Unit of the College. 26 students will be trained in Karate by experts.
2. On 13th February 2020 a Road Safety Awareness Programme was organized by NSS Unit of the College in collaboration with OIL. A talk was given, keeping in relevance to the occasion.
3. A Career Counseling Programme took place on 12th March 2020 by Kaziranga University. The talk was given on the prospects of job for students in the future.
4. An Awareness programme was organized by NSS Unit in collaboration with IQAC in Hanuman Mandir of the adopted village of Bamhukuta Gaon on 21.03.20
5. From 16th March 2020 to 29th March 2020 an Awareness Programme on Covid -19 was held in the adopted village.
6. On 21st March 2020 IQAC in collaboration with NSS Unit did a programme on hand washing. Soap and sanitisers were distributed among the villagers and the villagers were sensitized on hygienic methods to be adopted during the pandemic.
7. On 11th April 2020 a food distribution programme took place on the adopted village Bamhukuta Gaon among the needy people. The food was distributed by Dr. Lakhimi Phukan, Mrs. Sujata Borkotoky, Mr Amrit Ch. Kalita, Mr. Purna Kanta Mahanta, Mr. Pankaj Rajguru, and Mr. Jiten Raimedhi.
8. Food distribution was done to the needy on 12th April 2020 by Mrs. Geetima Dutta and Mrs. Akashi Baruah in the Jayanagar village.
9. The English Department celebrated the World Environment Day on 5th June 2020 online by circulating sensitizing videos and audios. This was done by 2nd, 4th and 6th semester English major students.
10. On 8th July 2020 librarian Mrs. Rajurani Saikia organized an online programme under the banner of IQAC Duliajan Girls' College. It was a webinar conducted from 2.30 pm to 4 pm on poetry recitation.



[Signature]
Principal VC
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P. O. Duliajan



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DATE: 18.11.2020

11. The English Department organized an International Webinar on 28th July 2020 on 'Challenges in Higher Education: Surviving the Pandemic Covid-19'.
12. Sociology Department and Political Science Department organized collaboratively a National Webinar in collaboration with ICT Academy on 7th August 2020
13. In 8th August 2020 Home Science Department Organized a National Webinar on "Parenting Support During Covid-19 Lockdown".
14. On 11th August 2020 inauguration of four toilets for students were done. The donation was given by Schlumberger Costing and lakh.
15. On 18th August 2020 Women Cell organized a webinar on 'Early Detection of Cancer'. The programme was graced by the Oncologist Dr. Tapan Saikia, Prince Aly Khan Hospital, Mumbai.
16. The Assamese Dept organized a Webinar on "Jtir Bhoisat Gorhat Asomor Nabaprajanmar Bhumika".
17. On 24th August 2020 the Education Department Organized a National Webinar on "A Roadmap to NEP 2020" The presentation cum discussion was done by Dr. Neeta Kalita Boruah HOD Department of Education, Dibrugarh University
18. On 30th August 2020 the Home Science Department organized an International Webinar. Dr. Meera Kaur was the speaker of the Programme. The topic of Webinar was 'Women and Heart Disease, Risk, Prevention and Management'.
19. On 5th September the College Foundation Day was celebrated in a very befitting manner. Flag hoisting was done by the Principal with snack packets distribution.
20. On 8th September 2020, the Economics Department organized a National Webinar on 'Dr. Bhupen Hazarika: Jivan Shristi aru adarsha' the speaker of the programme was Dr. Ajanta Das.
21. A Webinar on yoga in collaboration with IQAC was organized by Yoga Department. The topic of the webinar was 'Sampratik Kalot Samajor Proti Jubak Jubatir Bhumika'. The programme was done by Mr. Laishram Dixon and Mr. Subhakaran Kohain
22. The National Unity Day was celebrated by NSS Unit on 31st October 2020.
23. On 18th November 2020 a programme on ICC (Anti-Sexual Harassment Cell) took place. Miss Mohini Gorh advocate, gave a talk on 'Sexual Harassment at Workplace'
24. The college sanitizing will be done by NSS Unit, IQAC and Yoga Department on 12th December 2020 before the proper commencement of classes.



Principal IC
Duliajan Girls' College
P. O. Duliajan



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Ref: DGC / IQAC / MINUTES-17/19

DATE: 04.05.2019

MINUTES OF IQAC CORE MEETING HELD ON 4TH May 2019:

A meeting of the IQAC was called by the IQAC coordinator on 04.05.2019 at 11 a.m. in the IQAC room to discuss the following issues:

1. The chairperson conveyed in the meeting that, a One Day Orientation Workshop on SWAYAM MOOCs was held on 21.02.19.

The resource persons were Dr. Moromee Gogoi, Assistant Professor DODL, Dept of Computer Science Dibrugarh University and Dr. Shruti Dhara Mahanta, Assistant Professors, Department of Education, Dibrugarh University. The participants were from a number of colleges. This workshop was on effectiveness of online learning courses.

2. The convener informed that the International Women's Day celebrated on 08.03.19. On this occasion, three women entrepreneurs were felicitated with a view to encourage and motivate the students to develop the skill of entrepreneurship. They delivered a lecture on their domain.
3. A Career Counseling Programme was conducted on 13.03.19 by two reputed faculty members from Kaziranga University. They were Mr. Rupam Saikia and Mr. Bhaskar Jyoti Saikia. Both counseled the students on their future prospects regarding several courses which they may undertake.
4. In the evening on the same day the 13th of March 2019, an organ donation talk was organized by Miss Priyanka Borah and Miss Nabanita Baruah from Jubilee Foundation an NGO from Guwahati. Through this programme, students were inspired to donate organs which may save thousands of lives by the donation of ligaments, tissues, tendons, skin, kidney, liver etc.
5. It was informed that a five days special camp from 16th March to 20th March was organized by NSS Unit along with Eco Club in the adopted village at Da Hukuta Gaon. This camp was taken up to inspire the population of the village to be conscious for preserving the eco diversity.
6. A Career Counseling Programme took place on 18th March 2019 by the organization 'AROHAN'. There were four counselors who joined and delivered a lecture on different scope of education to find economically independent and sustainable livelihood. The counselors were Mr. Chirag Phukan, Dr. Jeshan Phukan, Mr. Biman Gogoi and Miss Nimikha Saikia.
7. A sensitization programme was held to take a pledge for the voting rights and the oath taking was done in three languages on 29th March 2019



Principal
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DATE: 04.05.2019

8. A Programme on nutritional education was held on 8th April to make the villagers aware of the Role of Food Habits and its Importance on Nutritional Status and well being of Human beings. This programme was conducted by the Home Science Department.
9. The convenor reported that a dental check-up took place on 9th April at Bamhukuta Lower Primary School of the adopted village as a follow up programme which was held earlier. Dr. Navneet Swargiri, Dentist, OIL Hospital was the physician and free medicines were distributed to the children along with a talk on 'Dental Health'
10. A Career Counselling Programme was conducted by ITM Skills Academy on 20th April 2019. The resource person was Miss Jayanti Bhattacharjee who presented on recruiting procedure of joining ICICI and Axis Bank.
11. The convener suggested to celebrate 'Mensural Hygiene Day' at Adarsha Balika Vidyalaya on 21st May 2019 by inviting a renowned gynecologist Dr. Leena Das to Offer her Valuable talk on the same. The target group will be the adolescent students of the said school.
12. The convener informed that a National Level Seminar will be held on 26th and 27th of April 2019 by the Department of Home Science. Several resource person will be invited to grace the event from within and around the state. The advertisements are already given and abstracts of research paper from participants are being collected from different corners of the country. The title of the seminar will be "Ethnic Costumes of North East India: Artistic Craftsmanship and Aesthetic Value". A book will be prepared from the proceedings of the paper presentators on the seminar. Professors S. Amsamoni, Dept. of Textile and Clothing from Abhinashilingam Institute for Home Science and Higher Education for Women, Tamil Nadu, will be invited as the Chief Guest lecturer.
13. The Convener reported that the Home Science Department will conduct a student activity on the observation of children with special needs at 'ASWASH' an NGO in the Dibrugarh District Headquarters.
14. 'No Tobacco Day' will be celebrated on 31st May 2019. The NSS Unit will take the initiative to organize an oath taking programme for girls on the same day. The students will be made to take pledge on not to use tobacco or get involved in any substance abuse.
15. The world Environmental Day will be celebrated on 5th June 2019. Tree plantation will be done in the college premises by the Tai Ahom Chatra Sangstha to contribute to a better environment and surrounding for the future generation.
16. On 20th June 2019, an Induction programme for Fresher's (XI, Degree First semester) will be conducted. Guardians and students should be present in the programme and the faculty members are instructed by the IQAC Coordinator to be present on the day.
17. The 5th International Yoga Day will be celebrated on 21st June 2019. It will be organized by NSS Unit and Yoga Unit of the college. Asanas will be performed in the college field under the supervision of the Yoga instructor.
18. The Home Science Department will inaugurate a six month certificate course on 'Women and Children's Clothing' on 25th September, 2019.



[Signature]
Principal IQC
Duliajan Girls' College
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Ref: DGC / IQAC / MINUTES-14/18

DATE: 30.10.2018

MINUTES OF IQAC CORE MEETING HELD ON 30th October, 2018:

A meeting was called by IQAC Coordinator on 30th October 2018 at 11.00 am in the IQAC room. At the outset, the IQAC Coordinator informed that the work on SSR is in progress.

Discussion on the installation of a Sanitary Napkin Vending machine will be installed very soon in the Girls' Common Room for keeping proper menstrual hygiene among girl-students.

The Principal asked the teachers to form clubs like literary and debating, drama, green club, music club and sports club under the supervision of the specific faculty members.

The Principal asked the teachers to do X, XII classes during Degree Exams

❖ A decision was taken by the IQAC Coordinator to form a waste management disposal system by preparing vermicompost. The solid waste of the college will be processed and reused in the form of Vermicompost and later it will be used as manure for vermicompost and money will be regenerated by selling the vermicompost.

❖ In order to conserve the green environment, a few bird houses will be placed in and around the college premises on the tree tops. These birds will carry the seeds of the fruits, helping in controlling the pests and weeds and thus preserve the environment. LED lights and solar energy will be used.

❖ It was decided that Academic Calendars should be made as table calendars.

❖ A Sanitary napkin dispenser is installed in the Girls' Common room. It will be inaugurated in the first week of November 2018.

RESOLUTION: 1

Green club, Bird house, Vermicompost Solar Lights, LED lights should be fitted in the campus.

RESOLUTION : 2

The farewell of the final year students will be held in the month of June.

APPRAISAL 1:

Sanitary Napkin Dispenser is installed in the Girls' Common Room.

APPRAISAL 2:

Class XI and Class XII classes are in continuation during the degree final examination.



John
Principal IQC
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Ref: DGC / IQAC/ MINUTES-11/17

DATE: 17.10.2017

MINUTES OF IQAC CORE MEETING HELD ON 17TH OCTOBER, 2017:

A meeting of the Core Committee members was held on 17.10.2017 to discuss on the issues taken up after several meetings were held among the various cells and committees of the teaching staff:

1. In the meeting a decision was taken to digitalize college library management, online feedback system, digital campus system, inventory management and system renewal.
2. The IQAC Coordinator informed that there should be regular remedial classes for weak students, besides ST, SC, OBC students for which a register has to be maintained separately.
3. There should be awareness on anti-ragging regarding the verdict given by the Supreme Court through a student orientation programme which would be held in the month of June 2017.
4. There will be a parent-teacher meeting to be held in the month of June 2017 to inform the parents about the rules of the college and actions to be taken on the indulgent students who is involved in ragging and also about the Supreme Court Verdict on ragging. A Court affidavit should be submitted by students regarding anti-ragging produced after the Supreme Court verdict.
5. A decision was taken to do some literary activities by the literary committee like Department Wall Magazine, College Wall Magazine, Hand Written Magazine by Assamese Department, IQAC newsletter etc. with a view to develop critical thinking and literary creativity among students.

ACTION TAKEN:

1. A hoarding of 'NO RAGGING IN THE CAMPUS' was hung in different corners of the college campus.
2. A parent-teacher meeting will be held in the month of June 2017 to make them aware of the rules and regulations of the indulgent student who may be involved in ragging activity.
3. A Career Counseling Programme was conducted on 3rd August 2017 by Mr. Swastic Banerjee from Indian Skills Academy, Kolkata. He gave special emphasis on the importance of presentation skills, corporate grooming etiquettes, extempore, fluency etc. to be maintained by aspiring candidates during an interview.
4. The Grievance Redressal Cell conducted an awareness programme for the students of the college.
5. The Inter College Quiz Competition was held on 18th June 2017 in memory of the founder Principal Late Nitya Dutta. The programme was organized by All Assam Students' Union.
6. Indian Oil Corporation did a programme on Energy Conservation. Demonstration on safety measures in the household use of gas was given. A quiz among the girl students was organized.
7. NSS Day was celebrated on 24.09.17 in the college premises.

Several matters were discussed in the meeting:

1. The Convenor (IQAC Coordinator) of the meeting informed that the map of the college should be displayed in two or three places on priority basis and the location for the same was identified.



[Signature]
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোৱালী মহাবিদ্যালয় DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
9954295461 (M)

duliajanguirlscollege@yahoo.co.in

Website:

<https://duliajanguirlscollege.in>

স্থাপিত : ১৯৯২ Estd. : 1992

Regd. Under Societies Act No. RS/DIB/255/40 of 1998-99

Permanent Affiliated to D. U. No. DU/RG/DCDC/DGC/Perm.AFF/2010-2011

Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-1/C) DATE:

P. O. DULIAJAN - 786 602. DIST. DIBRUGARH (ASSAM)

Ref:



DULIAJAN GIRLS' COLLEGE

Duliajan Girls' College, Dibrugarh In Association with
Ambition Learning Solutions Mumbai Organizing



**National Webinar Financial Education on
" Wealth Management & Tax Planning"**
Cordially Invites Faculty Members & Staff to Join



Chairperson
Dr. Lakhimi Phukon
Principal



Raghunandan Pattnaik
National Trainer- BFSI
Resource Person & Financial Wizard



Event Date:- 11th March 2022- 1:30P:M-2:30P:M

Celebrating International Women's Day world wide



E-Certificate will be issued to all Participants



[Signature]
Principal VC
Duliajan Girls' College
P. O. Duliajan



SUMMARY OF THE MINUTES OF SMC MEETINGS
ACTIVITIES ORGANISED AND PERFORMED
BY
SWAYAM AND MOOCs COMMITTEE
IN COLLABORATION WITH IQAC
DULIAJAN GIRLS' COLLEGE
UPTO 2021-22



SWAYAM AND MOOCs

(STUDY WEBS OF ACTIVE LEARNING FOR YOUNG ASPIRING MIND)
AND
(MASSIVE OPEN ONLINE COURSE)

Date of Formation:- 19th November 2018

COMMITTEE FORMATION

SWAYAM and MOOCs committee was constituted in Duliajan Girls' College on 19 November 2018 with the purpose of spreading awareness among the students about the courses that can be received through the platform of SWAYAM and MOOCs.

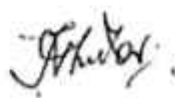
AIMS

The aim of the committee is to assist and inspire the students to go through the platform of SWAYAM and MOOCs for taking advantages of online learning of different topics and subjects.

OBJECTIVES

1. To create awareness about the various online diploma and certificate courses.
2. To encourage more and more students to take MOOCs online courses and to familiarize the students with the different communication links, like- <http://uqmoocs.inflibnet.a.c/uqcmoocs/video-gallery.php> etc.
3. To create awareness about the UG and PG MOOCs online courses being offered from time to time on the SWAYAM platform.


Co-Ordinator, IQAC
Duliajan Girls' College


Principal
Duliajan Girls' College
P. O. Duliajan

SWAYAM AND MOOCs COMMITTEE



(STUDY WEBS OF ACTIVE LEARNING FOR YOUNG ASPIRING MIND)
AND
(MASSIVE OPEN ONLINE COURSE)

Date of Formation:- 19th November 2018

Name and Designation

Signature

1. Mr. Rameswar Boruah :- Co-ordinator
HOD. Dept. of Education

2. Mrs. Sujata Borkataky :- Member
Vice Principal and HOD.
Dept. of Sociology

3. Mrs. Joyashree Baishya :- Member
Co-ordinator, IQAC
and
HOD. Dept. of English

4. Mr. Haradhan Chandra Mondal :- Nodal Officer
HOD. Dept. of Bengoli

5. Mrs. Rajurani Saikia :- Member
Librarian.

Co-Ordinator, IQAC
Dullajan Girls' College

Principal / P. O. Dullajan
Dullajan Girls' College

SMC
(SWAYAM & MOOCs COMMITTEE)

SUMMARY OF THE MINUTES OF MEETINGS

SMC calls a meeting in every academic session. The summary of the meetings of the latest completed academic sessions is as follows.

Meeting held on :- 25 January 2019

Sl. No.	Agenda discussed	Date of programme	Action taken	Out comes/ Result
1	Organized a workshop on SWAYAM and MOOCs	21.02.2019	One day orientation workshop on SWAYAM and MOOCs was organized by IQAC and SMC jointly. Dr. Moromi Gogoi Department of Computer Science, Dibrugarh university participated as resource person.	Students were familiarized with the SWAYAM Programmed launched by MHRD and could know the various courses that can be learned from MOOCs platform.

Meeting held on :- 10th September 2020 (Virtual)

Sl. No.	Agenda discussed	Date of programme	Action taken	Out comes/ Result
2	Online(virtual) orientation on SWAYAM and MOOCs platform and its related different courses	16.09.2020	An online orientation programme was conducted by the co-ordinator of SWAYAM and MOOC himself concerning to the operational aspect of SWAYAM and MOOCs portal. Students were made aware about the various courses available on it's platform.	Students highly benefited and could come to know the various ways of operating SWAYAM and MOOCs platform. They were also aware the courses that can be got through it.

Meeting held on :- 12th August 2021

Sl. No.	Agenda discussed	Date of programme	Action taken	Out comes/ Result
3	Follow-up programme conducted by the SWAYAM and MOOCs Committee members.	18.08.2021	SWAYAM and MOOCs committee members conducted a follow-up programme concerning to the portal operation and course finding on SWAYAM and MOOCs platform which were taught earlier.	Progress was seen among the students in regards to operational dimension of the portal of SWAYAM and MOOCs

Bishy
Co-Ordinator, IQAC
Duliajan Girls' College

Principal
Principal IC
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোৱালী মহাবিদ্যালয় DULIAJAN GIRLS' COLLEGE

স্থাপিত : ১৯৯২ | Esld. : 1992

Regd. Under Societies Act No. RS/DIB/255/40 of 1998-99
Permanent Affiliated to D. U. No. DU/RC/DGDC/DGC/Perm.AFF/2010-2011
Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-UGC)
P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

Ref:

DATE:



Barishy
Co-Ordinator, IQAC,
Duliajan Girls' College

Shubir
Principal IQC
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE (UNDER DIBRUGARH UNIVERSITY)





Ph. : (0374) 2801459 (O)
9954295461 (M)

দুলীয়াজান ছোৱালী মহাবিদ্যালয় DULIAJAN GIRLS' COLLEGE

duliajangirlscollege@yahoo.in

Website:

<http://duliajangirlscollege.in>

স্থাপিত : ১৯৯২ Estd. : 1992

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P. O. DULIAJAN - 786 602. DIST. DIBRUGARH (ASSAM)

Ref:



BLOOD DONATION CAMP



Principal

Principal
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোবালী মহাবিদ্যালয়
DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
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স্থাপিত : ১৯৯২ Estd. : 1992

Regd. Under Societies Act No. RS/DIB/255/40 of 1988-89

Permanent Affiliated to D. U. No. DU/RG/DCDC/DGC/Perm.AFF/2010-2011

Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-UC) DATE: _____

P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

BUILDING FOR DIGITAL LIBRARY AND DIGITAL CLASSROOM



ADMINISTRATIVE BUILDING



Shanta
Principal /C
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোবালী মহাবিদ্যালয়
DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
9954205461 (M)

স্থাপিত : ১৯৯২ Estd. : 1992

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Permanent Affiliated to D. U. No. DU/RG/DCOC/DGC/Perm.AFF/2010-2011
Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-UG)
P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

DATE: _____

VERMICOMPOST PLANT



WATER COOLER



[Signature]
Principal VC
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোবালী মহাবিদ্যালয়
DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
9954295461 (M)

স্থাপিত : ১৯৯২ Estd. : 1992

Regd. Under Societies Act No. RS/DIB/265/40 of 1998-99

Permanent Affiliated to D. U. No. DU/RG/DCDC/DGC/Perm.AFF/2010-2011

Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-UG)

P. O. DULIAJAN - 786 602. DIST. DIBRUGARH (ASSAM)

Ref: _____

DATE: _____

LIFE GUARD



SANITARY NAPKIN VENDING MACHINE



SANITARY NAPKIN DESTROYER



Whiter
Principal /C
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোবালী মহাবিদ্যালয়
DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
9954285461 (M)

duliajan@girlscollege.org

Website:

<http://duliajan.org>

স্থাপিত : ১৯৯২ Estd. : 1992

Regd. Under Societies Act No. RS/DIB/255/40 of 1998-99

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Included under Sec 2 (F) 12 B of the UGC Act, 1956, No. 8-394/2010 (CPP-I/C) DATE:

P. O. DULIAJAN - 786 602. DIST. DIBRUGARH (ASSAM)

Ref:

COLLEGE CANTEN



Shubor
Principal i/c
Duliajan Girls' College
P. O. Duliajan

NOTARIAL

37/8/16 ASSAM

LEASE AGREEMENT

This AGREEMENT OF LEASE is made on this the 30th day of August, 2016.

BETWEEN

Oil India Limited (A Govt. of India Undertaking), registered under Companies Act, 1956, having its registered office at Duliaganj, Assam, represented by its Shri N. C. DEKA, GGM(HR & A), duly authorized by Oil, hereinafter called the **LESSOR** (which expression shall unless excluded by or repugnant to the context be deemed to mean and include its successors in interest and permitted assigns) of the **FIRST PART.**

AND

Duliaganj Girls College, a College established in the year 1992 and governed through college governing body under affiliated to Dibrugarh University No. DU/RG/DCDC/DGC/Gen.ARI/2010-2011, situated at near Hukuta



Contd...p/2

Chariali, Duliajan, P.O. & P.S. Duliajan, District- Dibrugarh, Assam, represented by MRS. LAKHIMI PHUKAN, Principal, **Duliajan Girls College**, Duliajan, hereinafter called the LESSEE (which expression shall unless excluded by or repugnant to the context be deemed to mean and include its successors in interest and permitted assigns) of the **SECOND PART**.

WHEREAS, the LESSOR is the absolute lawful owner and recorded pattadar in peaceful possession of a plot of land measuring **02 B - 3 K - 6 Ls**, covered by **Dag Nos. 218(part), 215(part), 214(part), 213(part), and 173(part) of P.P. No. 1** situated at Hukuta Gaon, under Tipling Mouza, District Dibrugarh, Assam, locating the plinth of Oil Well - NHK, which is presently declared as abandoned by the LESSOR.

AND WHEREAS, the LESSEE approached the LESSOR with a request for allotment of the aforesaid plot of land for construction of a Girls Hostel with the fund sanctioned by the University Grant Commission (UGC) to help the girl students from the nearby areas to peruse higher education in Duliajan Girls College.

AND WHEREAS, the LESSOR has decided to let out the said land (except the site where the well no NHK 96 is situated) to Duliajan Girls College for running a Girls Hostel, on yearly rent basis for a period of 25 (twenty five) years with a provision to extend/renew the lease subject to the mutual agreement of both the parties.

NOW THEREFORE, in consideration of the rent hereinafter reserved and all the covenants and conditions hereinafter contained to be observed and performed on the part of the Lessee, the Lessor does hereby grants, transfer,

Contd ...p/3



demise by way of lease, the premises, situated on the land detailed in Schedule, hereunder (hereinafter referred to as "**the leased premises**") of which the Lessor is entitled in Law to execute this Deed, together with the appurtenant land/space, the rights to make use of entrances, passage, stair cases, landings and other easements belonging and pertaining to the said premises unto and to the use of the Lessee for a period of Twenty five years (25) commencing from the date of execution of this Agreement by paying unto the **Lessor** during the said period a rent of Rs.40 (Rupees forty only) per annum, subject to the following conditions.

NOW THIS DEED OF LEASE AGREEMENT WITNESSETH AS FOLLOWS:-

1.0 **Demise:** That, in pursuance of the said agreement and in consideration of the rent hereby reserved and the covenants, conditions and agreement hereinafter contained and on the part of the LESSEE to be paid, observed and performed, the LESSOR do hereby demised unto the LESSEE all that piece of land comprising an area of 3839.5 Sq. m. (2 B - 3 K - 6 Ls) situated at Hukuta Gaon, (Well No. NHK 96) under Tipling Mouza, District- Dibrugarh, Assam, which is morefully described in the schedule below. The LESSOR hereby conveys by way of lease, the said plot of land with all rights and easements appurtenant thereto to the LESSEE.

2.0 **Period:** That, the lease shall be for a period of 25 (twenty five) years with the provisions of renewal the same after expire of the said lease period subject to the mutual agreement of both the parties, which shall be commenced from the date of execution of this Agreement.

3.0 **Rent:** That the rent shall be on yearly basis which is fixed by LESSOR at Rs. 40/- (Rupees Forty only) per annum for and the LESSEE is also agreed to pay the same to the LESSOR. The said rent shall remain for the entire lease period; however, the Lessor reserves the right to revise/enhance the same during the lease period with a month's prior notice to the Lessee.

Contd. p/4



4.0 **Purpose:** That, the said premise that has been agreed to transfer by way of lease to the LESSEE only for the purpose of constructing and maintaining a Girls Hostel so as to help the girl students from the nearby areas to pursue higher education in Duliajan Girls College, and the same will be constructed by the LESSEE with the help of financial grant released by University Grant Commission (UGC) or its own resources.

5.0 **Sublet:** That the LESSEE shall not sublet the leased property or any portion of the land to any third party without the prior written consent of the LESSOR.

6.0 **Land Revenue and Taxes:** That it is mutually agreed by both the parties that land revenues, dead rent or cess to the appropriate authority in respect of the premises will be paid by the LESSOR except the Municipal/Local Taxes and any other taxes if leviable by any appropriate Authority.

7.0 **Undertaking:** That, as the leased premises is an abandoned Well site having a Wellhead, there may exist such environmental or health hazards which may cause injury to any life and property, if any damage caused on that particular area and therefore, for the sake of SAFETY it is undertaken by the LESSEE that neither any construction/erection work will be carried out at the site of the said well nor any parking place will be made at a safe distance of the Wellhead. The LESSEE further undertakes that any loss to life and property caused by the Wellhead on account of negligence on the part of the LESSEE, the LESSEE shall solely be responsible for the same and LESSOR shall not be responsible in any manner.

8.0 **Inspection:** That the LESSOR reserved the right to entry into the leased premises for inspection of the well site for safety purpose at any time after informing the same to the Lessee.

9.0 **Possession:** That the LESSEE shall take the peaceful possession of the entire leased premises only after execution of this Lease Agreement.

Contd p/5



[Handwritten signature]

Latham Phukan

10.0 **Termination:** It is further agreed between the parties that this lease can be terminated by either party at any time during the currency of this lease provided three (3) months notice of stating the valid and reasonable ground to do so is given by one party to the other party.

11.0 **General Covenants:**

- (a) That, the LESSOR/LESSEE represents and warrants that he/she is fully entitled to execute this Lease Agreement and the LESSOR will hold the LESSEE free and harmless of any proceedings and claim by third parties in respect of their title to the leased premises.
- (b) That the LESSEE will also hold the LESSOR and its officers free and harmless against all losses, costs, claims, actions, liability, expenses demands, risks, charges, expenses damages, whatsoever nature, arising directly or indirectly, during the construction of the said girls hostel and thereafter for the entire lease period which the LESSOR may suffer and/or incur by reason of allowing the LESSEE to occupy or use the demised premises or claim by a third party.
- (c) That, the Lease Agreement will be executed in two sets on NJSP of Rs.100/- each and both the sets shall be considered as Original. One Copy will be retained by the LESSOR and the second copy shall be retained by the LESSEE.
- (d) That the LESSEE will hand over the vacant lease premises to the LESSOR after the expiry of the lease period or after expiry of extended period, if so extended.
- (e) That, any disputes arising out of this Deed shall be settled through a sole Arbitrator to be appointed by OIL (LESSOR) as per the provisions of Arbitration and Conciliation Act, 1996, and the place of Arbitration shall be at its Field Head Quarter, Duliajan, unless agreed by OIL.

Contd....p/6



SCHEDULE OF THE LEASED PREMISES

All that a plot of land measuring **02 B – 3 K – 6 Ls**, covered by the **Dag Nos. 218(part), 215(part), 214(part), 213(part) and 173(part)** of **P.P. No. 1**, falling in the plinth of well No. NHK 96 (Loc.HAS) situated at Hukuta Gaon, under Tippling Mouza, District Dibrugarh, Assam.

IN WITNESS WHEREOF the parties hereto have put their respective signatures on this Lease Agreement on the day, month and year first above written in presence of the below mentioned witness.

For and on behalf of:
Oil India Limited

For and on behalf of:
Duliajan Girls College

SIGNATURE OF THE LESSOR

Name: Shri N. C. Deka

Designation: GGM(HR & A)

OIL INDIA LIMITED, DULIAJAN.

SIGNATURE OF THE LESSEE

Name: Mrs. Lakhimi Phukan

Designation: Principal

Duliajan Girls College, Duliajan

Principal
Duliajan Girls' College
Duliajan

WITNESSES

Signature: _____

Name: _____

S/O _____

R/O _____

Designation: _____

Signature: _____

Name: _____

S/O _____

R/O _____

Designation: _____



CERTIFICATE OF HANDING OVER POSSESSIONS OF LAND BY OIL INDIA LIMITED
ON RENT TO DULIAJAN GIRLS' COLLEGE AUTHORITY

Certified that in pursuance of the long term lease agreement dated 30/08/2016 between M/s Oil India Limited, Duliajan and Duliajan Girls' College Authority I have on this 30th Day of August, 2016 received /delivered possessions of the land as per the schedule mentioned hereto below and the Land map bearing SK. NO. OIL/4626.

SCHEDULE:

Village: Hukuta Gaon

Mouza: Kheremia, Revenue Circle: Tengakhai

District: Dibrugarh

Patta Nos.	Dag Nos.	Class of Land	Area involved
No 1 Special PP	218(Part)	Trade site	0.93Bigha
No 1 Special PP	215(Part)	Trade site	0.85Bigha
No 1 Special AP	214(Part)	Trade site	0.33Bigha
No 1 Special PP	213(Part)	Trade site	0.22Bigha
No 1 Special AP	173(Part)	Trade site	0.33Bigha

N.B. As per Revenue Record a portion of Govt. Gobat measuring 0.21 Bigha under Dag No. 207 of Hukuta Gaon also falls within the land boundary earmarked for construction of Duliajan Girls' College Hostel as per the Land map No. mentioned above. However, the said area is not included in the Lease agreement between M/s Oil India Limited, Duliajan and Duliajan Girls' College Authority.

Lakshmi Phukan
Name & Designation of Officer
Receiving possession with
seal and sign

Duliajan Girls' College
P. O. Duliajan

P. O. Duliajan
Lakshmi Phukan
समूह महा प्रबंधक
Name & Designation of Officer
Delivering Possession with
seal and sign



DULAIJAN GIRLS' COLLEGE



MAP SHOWING THE LAND FOR PROP. GIRLS' HOSTEL AT W. 96

Scale 1:1000

1:1000 scale - 1 cm = 10 m

1:1000 scale - 1 cm = 10 m

Prop. to 1000 ft

N



W. 96

 OIL INDIA LTD
DULAIJAN

DATE: 10/10/2019
DRAWN BY: [Signature]
CHECKED BY: [Signature]



দুলীয়াজান ছোবালী মহাবিদ্যালয়
DULIAJAN GIRLS' COLLEGE

Ph. : (0374) 2801459 (O)
9954295461 (M)

Email: duliajanguirscollege@yahoo.com

Website: <https://duliajanguirscollege.org>

ICAC Email

icac.duliajanguirscollege92@gmail.com

স্থাপিত : ১৯৯২ Estd. : 1992

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Included under Sec 2 (F) 12 B of the HGE Act, 1956, No. 8-394/2010 (CPP-I/C)

P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

Ref:

GIRLS' COMMON ROOM



Shubel

Principal /C
Duliajan Girls' College
P. O. Duliajan

