

ACTION TAKEN REPORT: 2018-19

Sl. No.	Plan of Action chalked out at the beginning of the year	Status
1	Implementation of ICT Facilities of the college	Initiated
2	Workshop on CBCS	Executed
3	Plantation and beautification programme of the college campus	Executed
4	Organize extension programme through NSS Unit, Legal Literacy Club, Women Cell and Career Counselling Cell of the college.	Executed
5	Notify the Departments to conduct the Teaching-Learning Activities and collect data of as per the guideline of ISMC.	Executed
6	Preparation and submission of seminar/workshop proposals to the concerning sponsoring authorities.	Executed
7	Preparation of the academic calendar for the year 2018-19.	Executed
8	Finalization of Best Practices of the IQAC of the college for the current session.	Executed


Chairperson
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Coordinator
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COORDINATOR
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ACTION TAKEN REPORT: 2019-20

Sl. No.	Plan of Action chalked out at the beginning of the year	Execution
1	Organize a national seminar/workshop and a webinar.	Executed
2	Organize an awareness programme on COVID-19 pandemic.	Executed
3	Organize Student Satisfactory Survey	Executed
4	Organize an extension programme through NSS Unit and Legal Literacy Club of the college	Executed
5	Field work programmes for the students	Executed
6.	The meeting decides to ensure regular online classes and Google classroom for the students.	Executed
7	Notify the Departments to conduct the Teaching-Learning Activities and collect data of as per the guideline of ISMC.	Executed
8	Request the Principal of the college to complete the multi-gym building and the Library Reading room during this current session.	Executed
9	. Request Dr. Runjun Saikia to prepare the academic calendar for the year 2019-20.	Executed


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ACTION TAKEN REPORT: 2020-21

Sl. No.	Plan of Action chalked out at the beginning of the year	Execution
1	The meeting decides to continue Student Feedback and Student Satisfactory Survey.	Executed
2	Plan Seminar/Workshop.	Executed
3	The meeting decides to organize an awareness programme on COVID-19 pandemic, gender issues and environment.	Executed
4	Set-up Online classes using Google Meet or Zoom Platform	Partially Executed
5	Field work programmes for the students	Executed
6.	The meeting decides to ensure regular online classes and Google classroom for the students.	Executed
7	Notify the Departments to conduct the Teaching-Learning Activities and collect data of as per the guideline of ISMC.	Executed
8	Mr. Jibedhar Nath is asked to take decision and to prepare draft on the Best Practices for this session and to approve the same in the next executive.	Executed
10	Encourage teachers to participate in FDP and national/international seminars and to publish their works in UGC Care or other reputed journals.	Partially executed
11	Dr. Robin Saikia is requested to prepare the Academic Calendar for the year 2020-21.	Executed
12	Green and clean campus awareness initiatives.	Executed


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ACTION TAKEN REPORT 2021-22

Sl. No.	Plan of Action chalked out at the beginning of the year	Execution
1	Feedback will be collected from the teachers, Students and the guardians.	Teachers, students and Alumni feedback are taken
2	Introduction of Career Oriented Courses (COCs)/ Add-on Courses for students.	Not done
3	Software to be developed and teachers' profile to be uploaded.	updated and teachers and Departmental Profiles are updated.
4	Mentoring of students in 5/10/25 students per group per teacher	Executed
5	Different extension activities of NSS, Legal Literacy Club will be continuing.	Executed
6	Remedial Classes for students	Not done regularly
7	Different programmes in Adopted Village to be started	Executed
8	To develop a smart digital classroom. Dr. Robin Saikia and Mr, Anunay Kumer will supervise this procedure.	Initiatives are taken
9	Seminar, Webinar and Field works to be done.	Executed
10.	Personal article/research Publications to be encouraged	Done
11.	Library to be updated with maximum digital facilities.	Executed
12..	Making use of IT Infrastructure.	Executed
13.	<ol style="list-style-type: none"> 1. NSS and Green Club will execute the beautification activities of the college. 2. Construction of an open stage and Boundary 	

	wall. 3. Renovation of College gate. 4. Students' cycle stand near the Economics Department will be removed. 5. Installation of additional Rain Water Harvesting Plant near V.P.'s room	
14	Yoga and Girl Child Day to be observed.	Executed
15	Proceedings to be maintained for all college activities by the respective stakeholders.	Executed
16	College Website to be updated.	Executed
17.	A General Meeting to be organizes by the IQAC by inviting all the college employees, students and the outsourced personnel.	Executed



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ACTION TAKEN REPORT 2022-23

Sl. No.	Plan of Action chalked out at the beginning of the year	Status
1	Initiating Add-on Courses	Initiated. Add-on Course Curricula has been prepared by the Departments of English, Assamese, History, Political Science, Economics and Philosophy and the same are sent to the affiliating university for approval.
2	Mr. Joyprakash Bhuyan is assigned the task of developing a vermin-compost unit..	Executed
3	A xerox machine is arranged for the college library and will be supplied within a week.	executed
4	NSS coordinator and Assistant Program Officer and HoD of Sociology entrusted with the responsibility of beautification of the campus.	Executed
5	Preparation of Teacher's diary.	Executed
6	Developing the modalities for issuing books to both students and teachers and reprographic services within a week and measures undertaken will be given within a week.	Activities are in operation
7.	Initiation taken for a book donation drive at the college campus	Ongoing .
8.	Initiative taken for N-LIST in the College Library	Executed
9.	Orientation program to be held at different feeder schools.	Executed
10.	Initiative taken for mentoring the students of the college.	Executed.
11.	Different departments are to sign MoUs and tie-ups with different institutions	Executed.
12.	Workshop on NEP-2020 and proposed FYUP of Dibrugarh University.	Executed
13	P.G. Course to be Initiated In The Assamese Department.	Started in distance mode.
14	Publicity cell to be constituted for publicity of events organized by the college.	Executed
15.	An online bilingual and multidisciplinary journal to	Initiatives are taken

	be developed and books to be published by the college	
16	Research and Publication Board to be constituted	Executed
17	Starting NCC in the college.	Initiatives are taken



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