

Internal Quality Assurance Cell (IQAC)

ACTION TAKEN REPORT

Academic Year 2018-19

Date: 10/12/2019

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to evaluate the degree to which each of the tasks is fulfilled. The actions taken by the institute on the discussion/resolution made in the meeting of IQAC committee members are given herewith.

Resolution in IQAC Meeting	Action Taken
1. NAAC SSR review.	1. Review of self-study report preparation was taken by Principal.
2. To review the expenditure on college beautification during NAAC Accreditation.	2. An assessment was made of the expenditure made on college beautification during NAAC Accreditation.
3. To collect the information and certificates of students who have got any achievement in Jobs and other achievements.	3. Informations about the achievements of students and also related certificates were collected.
4. To Discuss the annual teaching plan.	4. Teachers were directed to teach according to teaching plan, for that purpose a training was given to them about the methods of preparing teaching plan. And basic components of teaching plan were discussed.
5. Discuss NAAC new methodology.	5. The changes were discussed and recorded for further reference.
6. To enhance, enrich and refurbish college website.	6. It was resolved that website should be updated suitably after discussion with web designer for providing features like: – Issuance of Certificates, Feedback System, Staff Profile, Student Dashboard, Management Information System of Students and Teachers.
7. To start Inter-Disciplinary lecture series.	7. Inter-Disciplinary lecture series was started by Arts faculty to promote new teachers and students.
8. To install Bio-metric Machine for attendance of Post Graduate students.	8. The rules & regulations of the college as regards attendance policy, dress code, code of conduct on campus & off campus, use of mobile etc. were

	explained by the Principal to the students. The student and parents were specially informed about the strict 75% attendance policy of the college.
9. To promote teaching staff for academic writing.	9. Teaching staff was guided to write research papers and publish books.
10. To apply for various funding agencies for research work.	10. Information of various funding agencies was provided to teachers, that are providing funds for research projects.
11. To collect information of seminars, Orientation course, Refresher Course, and other FDPs.	11. Informations and certificates of teaching faculties were collected who have participated in various seminars or workshops and have attended Orientation and Refresher courses.
12. To collect certificates of students who got achievements in NCC, NSS, Sports etc.	12. Certificates of students were collected.
13. To publish College Souvenir for Golden Jubilee celebration of the college.	13. Information and data was collected to publish college Souvenir for Golden Jubilee celebration of college.

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