



### Action Taken Report

based on recommendations of the IQAC at the meeting held on 21 July, 2017

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to conduct the Faculty Development program for newly appointed staff members (less than three years of experience) in the month of August.	One day workshop on Effective Teaching was conducted on 29.7.2017
2	Resolved to organize staff development program for Non- Teaching staff.	Action taken
3	Innauguration of Dimaond Jubilee year programs	Work is in progress and in September first week the program will be innaugured
4	AQAR preparation	Work is in progress - criteria meetings are conducted.
5	IQAC coordinator presented the Annual Report of IQAC for the year 2016-17	Report approved
6	New IQAC composition proposed	Composition accepted
7	Resolved to give more thrust to arranging the community-oriented programs	Action taken
8	Resolved to train staff on in-house ERP software of the Institution	Action taken

Date: 18/8/2017

  
Coordinator  
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### Action Taken Report

based on recommendations of the IQAC at the meeting held on 18, August, 2017

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to take online feedback from students	The feedback was taken in batches in the first week of September
2	Resolved to organize state level seminar for non-Teaching staff in the month of November	The process was initiated
3	Resolved to bring out the online e-magazine	The e-magazine "Philo Kali" was published.
4	AQAR preparation	Already completed. It is in under review.
5	Resolved to appeal to the management to enhance seed money for research activities	Action taken
6	Resolved to give more importance for community-oriented extension activities with the help of NGOs	Action taken
7	Decided to conduct the first I.A. examination on the last week of August and the second one on the second week of September	Action taken
8	Resolved to conduct training programme on IT for non-teaching staff	Action taken

Date: 25/9/2017

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### Action Taken Report

based on recommendations of the IQAC at the meeting held on 25, September, 2017

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to collect feedback through mobile app	Action taken
2	Resolved to analyze the feedback and generate the report	Feedback reports are analyzed by the review committee and reports are generated.
3	Resolved to Submit AQAR	AQAR submitted
4	Resolved to publish IA marks clearly on Notice boards.	IA marks are displayed on different Notice Boards as well as Departments
5	Resolved to publish the wall board magazine periodically with quality contents	Action taken
6	Resolved to submit AQAR as early as possible	Submitted
7	Resolved to make systematic seating arrangement for examinations	Action taken
8	Resolved to motivate staff to public their contributions in UGC-CARE or equivalent journals	Action initiated through Research Committee

Date: 15/11/2019

  
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### Action Taken Report

**based on recommendations of the IQAC at the meeting held on 15, November, 2017**

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to Organize fests and other mega events from Departments.	Planning has been done by Departments
2	Resolved to submit proposals for Research funding.	Proposals for funding are prepared and submitted
3	Resolved to prepare the plan of action by the Departments and submit.	Plan of action is made and submitted
4	Resolved to have renovation work of some Departments.	Work has been initiated and going on
5	Resolved to arrange criter-wise meetings regularly to disseminate NAAC information	Action taken
6	Resolved to motivate the young faculty to register for PhD and applying for the research projects.	Research Committee has taken initiative in this regard
7	Resolved to arrange more number of gender-equity and sensitization programs in the Institution	Women Empowerment Cell has taken initiative in this regard

Date: 5/1/2018

  
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### Action Taken Report

based on recommendations of the IQAC at the meeting held on 5, January, 2018

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to organize a National Level seminar by IQAC in the month of August/September 2018	Action taken
2	Resolved to conduct the training on NAAC new guidelines for evaluation.	Conducted on 10.1.2017
3	Resolved to conduct the first I.A. and the second I.A. in the month of January and the last week of February	IA examinations are conducted as scheduled.
4	Annual day Celebration	College Annual day and Union Day, and Old Students' days were celebrated.
5	Conducting IA examinations	Conducted.
6	Consolidation of I.A. marks and displaying	Process is going on
7	Certificate courses have to be finish at the earliest.	Certificate courses are almost at the end, examinations will be conducted and Certificates will be distributed.
8	Resolved to request management to provide more ICT facilities in the classroom	Request made to the management.
9	Resolved to arrange IQAC-PTA and IQAC-AA meetings	Action taken

Date: 16/3/2018

  
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### Action Taken Report

based on recommendations of the IQAC at the meeting held on 16, March, 2018

The Action taken Report on the recommendations of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to collect annual reports of different criteria	Institution's annual criteria-wise performance were collected
2	Resolved preparing AQAR	AQAR work is in progress
3	Resolved to take more vigilant measures by the disciplinary committee.	Discipline Committee has taken strict measures on students violating discipline
4	Preparation of IQAC Annual Report	IQAC Annual Report prepared
5	Campus clean initiatives	Measures are taken
6	Infra structure development	Botany and Zoology Department refurbishing work completed.
7	Functional units were asked to provide annual performance reports.	Reports collected
8	Resolved to collect self-appraisal from both teaching and non-teaching staff	Action taken
9	Departmental annual appraisal reports were requested.	Reports collected

Date: 18/6/2018

  
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