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**Action Taken Report of IQAC Meetings (2016 -17)**

Regular and frequent meetings were organised during the session 2016-17 as NAAC inspection was held on 3-5 October, 2016 after submission of SSR. During all meetings work discussed, distributed and progress reports were regularly with new instructions and guidance of the IQAC cell in following steps –

- Work divided through different levels like individual faculty, heads and convenors of the different committees.
- Faculty profile updation on website was done. PowerPoint presentations regarding activities and achievements of all departments, NCC, NSS ,YDC, sports, cultural committees, planning forum were prepared
- Research supervisors and scholars were told to maintain record and achievements, publications details in proper way.
- Renovations and whitewash of the building, development of new parking areas, maintenance of water facility, cleanliness in campus and other work were initiated and completed before inspection.
- Awareness about computer uses, hyperlink addition between students and faculty was created.

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- Awareness about document collection, display notices in departments ,issuing of library cards to students ,Identity cards to faculty was also created.

Post NAAC Peer-team visit review meetings of IQAC were conducted to work upon strategies to implement the recommendations made for quality enhancement of the institution

- Activities of the career counselling cell and placement cell were geared up.
- Measures to upgrade and enhance ICT facilities in the institution were worked upon and implemented.
- The alumni who were serving as faculty of the institution were motivated to come forward to contribute for the development in academic infrastructure.
- Measures to teach communicative English particularly to the students coming from rural backgrounds were worked upon.
- Pursuance of matters relating to promotional avenues as recommended by UGC were taken up by the local unit of the teachers association of the institution.



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