Action Taken Report
(Based on 2017-18 IQAC Meetings)

Decision Taken in the Meeting regarding	Action Taken
On the Grade and Recommendations given by Previous NAAC Peer Team.	• Discussion on the Grade and Recommendations given by NAAC Peer Team and all the members of IQAC was discussed on how we can increase our Grade in future.
To organize workshops, conferences or other programmes.	• It was decided to organize one day workshop on 22 Oct. 2017 for Non-Teaching Staff to how to write AQAR – 2017-18. • It was decided to organize one day National Conference by Department of Physics and Electronics on 13th January 2018.
Semester-wise students Assessment and Feed Back.	• Students Assessment and Feed Back evaluation was conducted for all semesters of the academic year 2017-18.
To review process of API computation and verification of Assistant Professors under CAS.	• The senior members of the IQAC decided to verify the due proposals of Assistant Professors under CAS and forwarded to University for further process.
Organization of workshops and Quiz Contests.	• Organization of Workshop on "Awareness about effects of global warming on Environment" • Organization of Watson and Crick Quiz Contest by Department of Microbiology. • Organization of one day Excel workshop by Department of Computer Science.
To prepare and Submit AQAR – 2017-18.	• The chairman of the IQAC instructed the coordinator to prepare and submit the AQAR for the academic year 2017-18 on priority basis in the next academic year.
To finalize plan of action for the academic year 2018-19.	• To prepare a proposal for 12(B) UGC – Accreditation. • To submit proposal for Research lab Recognition (Electronics Lab) • To organize National Conference. • Every teacher should conduct ICT Lectures in ICT Classroom. • To increase success rate of the students every faculty solve previous year question papers from the students. • To encourage faculty members for participating in various conferences, seminars, workshops and faculty development programmes.

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(IQAC Coordinator)   (Principal)