

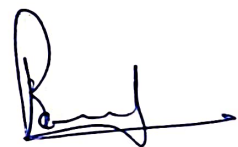
Action Taken Report

Meeting No.: 01

| Subject | Action Taken |
|---|--|
| Reformation of IQAC for the year | IQAC committee has been reformed and approved by the principal. 13 members were nominated by the chairman including IQAC coordinator. |
| Discussion on implementation Academic Calendar of 2022-23 | Academic calendar prepared by committee, approved by the IQAC, circulated to various departments, and also uploaded on college website. |
| To prepare the annual teaching plan | All teachers prepared subject wise teaching plan and implemented the same. |
| Implementation of newly introduced skills development courses | SDC organized 09 Skill Oriented Certificate Courses in the academic year. |
| Organisation of Seminar/Conference | Institute organized two days interdisciplinary National Seminar on 'India@75' during 27 th and 28 th April 2023. Department of English also organized two workshops on 16/09/2022 and 07/11/2022 respectively. |


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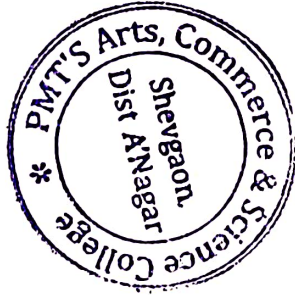

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Action Taken Report

Meeting No.: 02

| Subject | Action Taken |
|---|--|
| Review of Certificate Courses | The Coordinator of SDC was present the detail report of the Certificate courses conducted during the semester. IQAC gave suggestion to SDC to introduced new and updated courses from the next semester. |
| Use of ICT Resources in teaching | All the teaching staff make maximum use of ICT tools in the classroom for bettering the teaching and learning interesting. |
| Promoting of e-governance in Administration | Most of the administrative communication was done through e-mails and other available media. All the office records were maintained in VRIDDHI software. |


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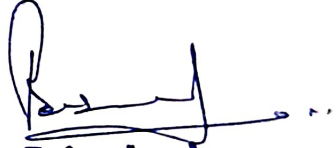
Action Taken Report

Meeting No.: 03

| Subject | Action Taken |
|--|--|
| Promoting Staff for publishing research paper and participating in Refresher and Orientation program | The principal promoted staff to publish research paper. Teaching faculty published 23 research papers throughout the academic year. |
| Planning of study tours and visits | Institute's academic tour cum field visit was organized in the month of January. Mr. Suresh Najan was the chairman of the trip. |
| Planning of Annual Prize distribution and Gathering | 'Saptrang-2023': the Annual Cultural Gathering and Prize Distribution Ceremony was organized in the January 2023 and Mr. Ganesh G. Shelke was the chairman of the event. |


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Action Taken Report

Meeting No.: 04

| Subject | Action Taken |
|---|---|
| Review of syllabus of second term | The coordinator gave details of syllabus completion reports received from head of the departments. |
| Conducting Internal Academic and Administrative Audit | Principal of the institute formed a committee including IQAC coordinator for conducting Internal Academic and administrative Audit. |
| Feedback Collection and analysis | Feedback Committee collected feedback on curriculum and other facilities available in the campus from stakeholders as per the requirement of NAAC, prepared an analysis report and submitted it to IQAC. The final report is sent to CDC. |
| Preparation of Academic Calendar for next year | IQAC and Academic Committee prepared academic calendar of the academic year 2023-24 prior to the commencement of next academic year and uploaded on the college website. |


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