Action Taken Report (ATR)

On the decisions taken in the IQAC meeting held on 23rd May, 2020

Item No. s of Decisions Taken in IQAC Meeting, 23/05 / 2020	Action Taken / Initiated by the institute
A. **Item 1 a of IQAC 05/2020** Ensuring course completion in all the programs	Due to lockdown, institute had to switch to online mode to provide uninterrupted education to the students. All course materials were uploaded on Moodle Platform so that students may access from anywhere
B. **Item 1 b of IQAC 05/2020** Internal assessments	Course coordinator ensured that concerned teachers gave unit wise quizzes and also few assignments to the students for internal assessments.
C. **Item 2a of IQAC 05/2020** Procurement of professional Google Meet / Zoom Meeting account	It became imperative to purchase professional account membership with added features to accommodate more participants in the ongoing webinars/ online FDP/Workshops.
D. **Item 3a of IQAC 05/2020** Outline of upcoming Online National level events	Following online events were scheduled 1. National level One week online FDP on **" Quality Assurance in Higher Education Institutions : Revised NAAC Framework"** from June 9-15, 2020 2. National Workshop on **"Discovering Statistics through SPSS & EXCEL"** from June 22-28, 2020 Besides, many webinars on pertinent themes were conceived and conducted by both faculties and students

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E. Item 4 of IQAC 05/2020 Third AQAR	A thorough review on of AQAR draft prepared so far was done and suggestions were rendered.
F. Item 5 of IQAC 05/2020 **Post lockdown SOPs**	Standard operating procedures were delineated and communicated to all concerned by all means to ensure required health and safety measures during staggered lifting of lockdown.