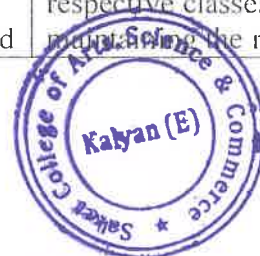


Internal Quality Assurance Cell(IQAC)

Action Taken Report

Minutes of the meeting of the IQAC Committee held on 7th July 2020 in the Conference Room (MBA Building) of the college is presented by the IQAC coordinator along with ATR.

ITEM	RESOLUTION	ACTION TAKEN
1. Discussion about planning of counselling session for HSC students for FY admissions.	After detailed discussion and on the basis of suggestion plan of action for admission was finalized and concerned HOD were requested to it was resolved to approve and implement the recommendation as per the allotment plan. HOD has to monitor the said process and requested to submit the completion report and action taken report to IQAC coordinator.	All the HODs submitted the admission details of their respective subject. The admission for Commerce Department increased due to implementation of the said plan.
2. Discussion about Plan of Action for Admission of FY 2020-21.	After detailed discussion and on the basis of suggestion plan of action for admission was finalized and concerned HOD were requested to submit the completion report and action taken report to IQAC coordinator after the completion of admission process.	Admission committee implemented the plan of action for admission for FY classes 2020-21 and the admission process completed successfully.
3. Discussion about Admission process for SY & TY 2020-21.	After the discussion it was resolved to plan and begin with the admission process and to update the admission status from time to time to Principal and IQAC Coordinator.	As per the plan admission committee initiated the admission process for S.Y and T.Y classes and completed the process successfully.
4. Discussion about planning of Mentor-Mentee process	It was resolved that HOD are required to monitor this process and submit the records of Mentor- Mentee and	All the HODs implemented the mentor-mentee process for respective classes followed by the required



	slow and advanced learners along with students' progress records to the IQAC coordinator.	documents.
5. Discussion about preparation of Academic Plan 2020-21 and Department-wise Academic Plan 2020-21.	It was resolved to plan the organization of these activities. As per the situation of Covid-19 pandemic at the time of actual dates of activities, the mode of conduct will be decided.	All the HODs initiated the various activities through online mode as a part of the academic plan.
6. Discussion on completion of NAAC work.	It was resolved to constitute the committee of faculty in-charges and to schedule the visit to every department for verification of files.	The committee constituted as per the resolution and started verification of documents for NAAC department wise.

Minutes of meeting held on 7th July along with ATR is approved by all members without any modifications.

Prepared By

IQAC Coordinator



Pooja Pandey

Approved By



(Shri. Saket Tiwari)

Endorsed By

I/C Principal



(Mr. Navnath Mule)

