

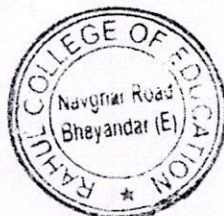
Action Taken Report – Meeting Held on 5 November, 2022

AG 01: Curriculum Enrichment and Feedback System

Discussion Points	Action Taken
DOD 1: Institutional level meeting scheduled for 3rd December 2022 to finalize curriculum and feedback systems.	Meeting held as scheduled; Curriculum and feedback systems finalized.
DOD 2: Faculty to start mapping PLO & CLO.	Faculty began the process of mapping PLO & CLO.
DOD 3: Finalize academic calendar after completing events and activities.	Academic calendar finalized after review.
DOD 4: Formats for feedback and activities shown.	Formats finalized and implemented.
DOD 5: Maintain individual log books for reflection and feedback.	Teachers have started maintaining log books for reflection and student feedback.

AG 02: Student Diversity and Assessment:

Discussion Point	Action Taken
DCD 1: Implement measures for diverse learners' needs	Preventive measures planned and executed for diverse learners.
DOD 2: Offer internships in CBSE, ICSE & IGCSE schools	Internships offered and implemented.
DOD 3: Reflective practices during internships	Implemented reflective practices during internships.
DOD 4: Formative and Summative assessments as per guidelines	Assessment methods as per University guidelines implemented.
DOD 5: Shift to practical, innovative assessments	New assessment methods including exhibitions and Ted Talks adopted.
DOD 6: Cooperative learning strategies suggested	Strategies such as Think-Pair-Share and card system implemented.
DOD 7: Enrichment programs added	Enrichment programs introduced to address learning gaps.



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Discussion Point	Action Taken
DOD 8: Implement AfL (Assessment for Learning)	AfL practices incorporated with remedial measures.

AG 03: Institutional Preparedness for NEP 2020 :

Discussion Point	Action Taken
DOD 1: Initiative multi-perspective culture	Initiatives for multi-perspective culture adopted.
DOD 2: Engage students in interdisciplinary learning	E-learning modules and interdisciplinary approaches implemented.
DOD 3: Mandate research work for students	Students engaged in research articles and seminars.
DOD 4: Organize expert talks for holistic development	Expert talks and seminars conducted.

AG 04: Faculty Empowerment Strategies:

Discussion Point	Action Taken
DOD 1: Encourage faculty research and publications	Faculty engaged in research activities and publications.
DOD 2: Conduct FDPs on teaching methodologies	FDPs on teaching methodologies organized and attended by faculty.
DOD 3: Participation in national and international seminars	Faculty attended various national and international seminars and conferences.
DOD 4: Innovative points for faculty empowerment suggested	Implemented strategies for in-house publication and e-portfolio development.

AG 05: Research, Outreach, Collaborations



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Discussion Point	Action Taken
DOD 1: Collaborate with IDF & DLLE	Collaboration established and activities initiated.
DOD 2: Establish Centre of Excellence with Orange Slates	Centre of Excellence established; certificate courses offered.
DOD 3: Conduct field trips and campaigns	Field trips and campaigns organized.
DOD 4: Expand linkages with other institutions	Reached out to Homi Bhabha, TISS, and other institutions.

AG 06: Infrastructure and Learning Resources

Discussion Point	Action Taken
DOD 1: Proposal for infrastructure improvement	Proposal submitted and approved; improvements underway.
DOD 2: Develop method rooms and expand ICT tools	Method rooms established; ICT tools expanded.
DOD 3: Registration with NDLI	Completed registration with NDLI.

AG 07: Student Support and Progression

Discussion Point	Action Taken
DOD 1: Plan and execute baseline tests	Baseline tests planned and conducted.
DOD 2: Alumni sessions on industry trends	Sessions organized and conducted by alumni.
DOD 3: Workshops on lesson plans by alumni	Workshops organized and executed with alumni participation.



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AG 08: Financial Management and Resource Mobilization

Discussion Point	Action Taken
DOD 1: Submit budget requirements for approval	Budget requirements submitted; approval obtained.

AG 09: Institutional Values and Best Practices

Discussion Point	Action Taken
DOD 1: Implement best practices and distinctiveness	Best practices and distinctiveness activities executed.
DOD 2: Revise titles and activities as suggested	Titles and activities updated as per suggestions.

AG 10: SWOC Analysis and Audits

Discussion Point	Action Taken
DOD 1: Present SWOC and formats for financial audit	SWOC analysis and audit formats presented and approved.
DOD 2: Suggestions for green audit	Reached out to certified auditors for green audit.

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AG 11: Appraisal System & its action plan

DOD 1: The IQAC Coordinator informed members about the Employees' Appraisal System, which will gauge the performance of employees based on parameters such as Departmental Role, Institutional Responsibilities, and Research Activities.	A committee was formed to finalize the appraisal format. Members were assigned specific roles to review and provide feedback on the parameters mentioned. The final draft of the appraisal system was scheduled for review in the next IQAC meeting for approval and implementation.
DOD 2: The format for the appraisal system presented to members in the meeting for further discussion and approval.	The format presented was reviewed, and suggestions from members were noted. The revised format incorporating the suggestions will be distributed for final approval. Once approved, the appraisal system will be implemented from the next academic year to evaluate employee performance systematically.

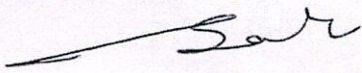
AG 12: Other Initiatives of IQAC

Discussion Point	Action Taken
DOD 1: Plan for effective curriculum delivery	Strategies for curriculum delivery planned and implemented.
DOD 2: Introduce new certificate courses	New certificate courses introduced.
DOD 3: Focus on experiential learning	Experiential learning activities incorporated.
DOD 4: Plan for research funding	Research funding proposals developed.
DOD 5: Newsletter articles by teachers & students	Newsletter articles collected and published.
DOD 6: Promote scholarship schemes	Scholarship schemes promoted and implemented.
DOD 7: Expand consultancy services	Consultancy services expanded.
DOD 8: Automate library and enrich resources	Library automation and resource enrichment in progress.
DOD 9: Evaluate PLO & CLO attainment unit-wise	Evaluation of PLO & CLO completed unit-wise.
DOD 10: Enhance capability initiatives	Capability enhancement initiatives implemented.

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Discussion Point	Action Taken
DOD 11: Maintain higher education and placement data	Higher education and placement data maintained and updated.



IQAC COORDINATOR



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