



**Action Taken Report of the 1<sup>st</sup> IQAC Quarterly Meeting 2019-20**

Meeting Date	Decision Taken	Action Taken
<b>26.09.2019</b> <b>1<sup>st</sup> Quarterly</b> <b>Meeting of IQAC</b>	The Chairman, IQAC asked the IQAC Coordinator & members to develop a procedure for continuous data collection and compilation from various department.	The data templates have been developed by IQAC for continuous data collection from various sections and departments of the institute.
	It was felt necessary and hence accentuated by the Chairman, IQAC to create template for collecting of data for different statutory bodies like NBA, NAAC, NIRF, AICTE and BPUT.	Data template for collection of data for NBA, NAAC, NIRF, AICTE and BPUT was showcased to the departmental coordinators; appropriate correction of the template was made in their presence and later circulated to all departments for continuous update of the template.
	The Chairman, IQAC advised to conduct AICTE and MHRD programs on a regular basis.	The NSS Department of college organized "Innovation Day-2019" (AICTE and MHRD programs ) (Chief Guest - Prof. R. G. Sastri )
	Chairman, IQAC highlighted the necessity to encourage faculties/students to participate in invited talks.	353 nos. of participation of faculties & 116 nos. of students has been recorded in invited talks and other programs in the last quarter.
	Chairman, IQAC has advised to organize FDP, Workshop, ICT based short term courses, national and international conferences etc.	Organized 05 invited Talks, 02 nos. of Faculty Development Programs, 02 nos. of ICT based Short-term courses, 01 nos. of National Seminar, 03 nos. of International conference, 02 nos. of Workshop, Industry Visit etc.
	Chairman, IQAC has advised to develop outcome based Feedback for the stakeholders of the institute.	IQAC has developed outcome based Feedback of Student, Parents, Graduate, Employer, Alumni and Exit Survey, which will be presented in the 2 <sup>nd</sup> Quarterly Meeting of IQAC for approval.

(SOUMYA MISHRA)