

Plan of Action and Action Taken Report 2017 - 18

Plan of Action	Achievements
To prepare a schedule of activities for the academic year proposed to be organized by IQAC and prepare a calendar of events for the same.	Prepared Schedule of activities proposed by IQAC and monitored conduct of programmes as per schedule.
To ensure preparation of subject wise lesson plan amongst various departments for each semester.	Teaching plan prepared and monitored for actual implementation.
To instruct the assessment procedure for students as per University specifications.	Internal assessment by way of tests, assignments, seminars and projects carried out.
To organize conferences and workshops	Departments of Computer Science, Physics with CA, Chemistry & Mathematics organised an International Conference on Nano Technology. Department of Commerce, BBA& IDD organised guest lecture & workshops on emerging themes.
Ensure faculty and student participation in conferences, seminars, workshops etc.,	Students and faculty members participated and presented papers in national and international level seminars and conferences.
To conduct orientation programmes for new staff members.	Induction programme was conducted at the beginning of the year to orient new staff members about the college and teaching techniques.
To organise FDP for staff members.	FDP was organised for staff members to upgrade their knowledge.
To encourage departments to organise competitions for students.	Intra department competitions were organised for students by Department of Commerce.
To encourage entrepreneurship among students	‘ManthanBazaar‘ showcased the entrepreneurial skills of the students. Orientation programme was organised to create entrepreneurial awareness.
To enhance placement opportunities	Pre-placement training was given to III year UG & II year PG students.
Feedback mechanism to be strengthened.	Student feedback to monitor teacher quality done online. Manual feedback collected from students about the course and the syllabus handled by the faculty and parents.

Action Taken:

- AQAR 2017-18 approved for submission.
- Approval given for organising International Conference by the School of Business & School of Information Technology.
- Approval given for organising National seminar on “Step up in Quality Higher Education – Education-4.0” by IQAC.