



Women's College

Internal Quality Assurance Cell

Action Taken Report

Resolutions taken in the IQAC meeting (17.12.2020)

Following decisions have been taken:

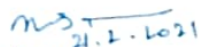
HODs of all departments have to submit the following documents:

1. Submission of syllabus distribution and routine from 2015 July to 2020 June.
2. Documents regarding notification and verification of internal assessment copies 2015-2019.
3. Documents supporting tutorial/extra classes for slow learners.
4. Documents in support of ICT based classes for 2015-2020.
5. List of reference books and links for other e-books/ e-resources for advanced learners.
6. Collection of passed out students profile.
7. Collection of students progression data from general students.
8. Submission of reports for seminars/ workshops/ training/ popular talks by the departments/ science forum/ NSS/NCC/any other committee from 2015-2020.
9. Reports of NCC/NSS/Sports activities 2015-2020.
10. Initiative for IT classes, ICT based offline classes.
11. Mentoring, counselling, awareness about library automation among students.
12. Skill development, website updating.
13. Sopken English and Hindi should be encouraged.
14. Initiatives to provide students, better facilities in the campus(Library, office, washrooms etc.).

Follow up Actions:

1. All HODs were given notice for submitting the required documents as resolved in the meeting on 17.12.2020.
2. The IT department have already started initiative to update the college website.
3. English and Hindi departments have taken initiative for Sopken English and Hindi tutorials.
4. The college administration is taking all efforts for providing better facilities for students as far as possible.

Countersigned


Principal,
Women's College


Coordinator
Internal Quality Assurance Cell
Women's College