

**Hope Foundation's**  
**Finolex Academy of Management and Technology**  
**Action Taken Report**

Reference: FAMT/CIR/ 02 /2019 dated 22<sup>nd</sup> Oct 2019

Action taken report of IQAC meeting held on 08<sup>th</sup> Nov 2019.

Sr.	Decision/Suggestions	Action taken
1	Revised File System for departments	Implemented from Academic Year 2018-19
2	New and Revised Templates	Implemented from Academic Year 2019-20
3	Proposal for conducting workshop on items 2 & 3 for faculties and Staff of the Institute	Workshop was conducted on 13 <sup>th</sup> and 14 <sup>th</sup> Nov 2019
4	Revised minimum specifications for committees	Implemented from Jan 2020
5	Revised instructions and guidelines for committees	Implemented from Jan 2020



**Dr. Yogesh Mulye**  
IQAC, Coordinator



**Dr. Kaushal Prasad**  
Principal & IQAC Chairperson