

Internal Quality Assurance Cell (IQAC) – Action Taken Report (ATR)

Meeting Date: 25th October 2024

Mode: Online (Google Meet)

Chairperson: Dr. Kaushal Prasad

IQAC Coordinator: Dr. Prashant A. Giri

Key Actions Taken:

1. IQAC Status Review:

- Departments have initiated the creation of a centralized repository for learning materials.
- A periodic review mechanism has been drafted for tracking quality initiatives.
- Feedback collection processes were streamlined using digital forms.

2. Academic Audit:

- Faculty development workshops have been scheduled.
- Proposal for external academic audit under consideration.

3. CO-PO Attainment:

- Guidance sessions conducted by NBA Coordinator and Dean Academics.
- Indirect attainment metrics (alumni/employer feedback) initiated.

4. Best Practices:

- Repository created to document and share departmental best practices.

5. Other Decisions:

- Inactive IQAC members identified; replacements proposed.
- IQAC-related formats and policies updated on the website.

Note: ERP System Implementation

An institution-wide **ERP system** will be implemented from the next academic year. It will streamline several processes discussed in the meeting, including:

- Learning material management
- Feedback collection
- CO-PO attainment tracking
- Academic audit documentation
- Faculty and alumni engagement records

Prepared by:

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Approved by:

Dr. Kaushal Prasad, Chairperson, IQAC

