

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

Meeting Date: 23rd September 2025

Mode: Online (Google Meet)

Chairperson: Dr. Kaushal Prasad

IQAC Coordinator: Dr. Prashant A. Giri

Agenda-wise Action Taken

Agenda 1: Monitoring of Curriculum Delivery and Academic Calendar

Curriculum delivery for the Odd Semester 2025–26 was monitored through ERP, and adherence to the Academic Calendar was ensured. Departments were instructed to upload teaching plans and course content on ERP. Mechanisms for identification of slow and advanced learners using ERP were implemented, and departments initiated structured monitoring of PEOs.

Agenda 2: Internal Audit of Academic Processes and Documentation

The proposal to conduct two internal academic audits annually—one inter-departmental and one with external members—was accepted. Necessary guidelines for documentation and audit planning were communicated to departments for implementation.

Agenda 3: Progress of Research, Consultancy, and MoUs

Research Paper Reward Policy was implemented, resulting in the addition of seven Scopus-indexed publications, with additional papers under review. Departments were directed to prepare department-wise research and consultancy portfolios. IIC activities were strengthened to promote consultancy and sponsored student projects.

Agenda 4: Review of ERP Student Support Services

ERP-based student support services including mentoring, remedial courses, and bridge courses for first-year students were implemented. Departments initiated systematic monitoring of student progress through ERP.

Agenda 5: NAAC/NBA Preparation and Data Collection

Departments continued NBA preparation under the applicable manual. Data compilation for NAAC and NBA was initiated and reviewed periodically. Electrical Engineering department progressed towards peer team visit preparedness.

Agenda 6: Student Feedback and Faculty Appraisal Process

The revised faculty appraisal process was approved and implemented from the academic year 2025–26. Student feedback for the Odd Semester was successfully conducted through ERP, and refinement of feedback report formats was initiated.

Agenda 7: Any Other Point

The PEOs and PSOs of the Information Technology Department were approved as recommended by PAQIC and DAB and forwarded for implementation.

Prepared by

Dr. P. A. Giri -

IQAC Coordinator



Dr. Kaushal Prasad

Chairperson