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**ACTION TAKEN REPORT OF IQAC MEETINGS 2020-21**

**Action taken report on the decisions of IQAC Meeting 5.12.2020**

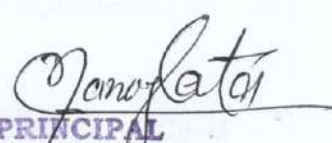
S.No	Recommendation given by IQAC	Action Taken for Implementation & Outcomes
1	Academic Calendar	The Academic Calendar for the session 2020-21 was more elaborate and was successfully executed.
2	Institutional Social Responsibility activities were given due importance	Many activities were organized during the session. Detail report in annexure
3	Academic autonomy was ensured through systematic check points	All courses follow a lecture plan and all teachers prepare a course-file for their respective subjects each semester.
4	Faculty Development Programs were organized to ensure the continuous learning for teachers.	continuous learning for teachers. Three faculty development programs were organized during the session.

**Action taken report on the decisions of IQAC Meeting 05.12.2020**

S.No	Recommendation given by IQAC	Action Taken for Implementation & Outcomes
1	To make necessary measures for improving the quality of lesson planning and teaching models of the students.	Five day workshop was organized on "Quality improvement of lesson planning." In this all types lesson planning were discussed along:  Formulation of instructional objectives

		<p>Formulation of content specific objectives</p> <p>Drawing out of learning outcomes</p> <p>Effective use of ICT</p> <p>Interactive teaching</p> <p>Reflective teaching</p> <p>Blackboard sum-up</p> <p>Evaluation and feedback</p>
2	Creation of a learner-centric environment	<p>Facilitating the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;</p> <p>Faculty suggested for optimum use of ICT. PPT of lesson/topic for discussion prepared</p>
3	To identify the best practices in the institute.	<p>Faculty held its meeting to workout review all activities performed in the past and evaluate its input and output to declare which one could be termed as the best activity of the year.</p>
4	To prepare action plan for year 2020-21.	<p>With the help of Principal of the institute and senior faculty members action plan is prepared in the light of present scenario for the effective outcomes for the session 2020-21</p>
5	Planning for Extension Lectures & Seminar.	<p>As IQAC approved that every faculty member to identify a most relevant desired topic on which extension lecture from experts be planned. Thus, the following lectures /extension lectures are planned:</p>

		<ul style="list-style-type: none"> <li>- Feedback and its analyses</li> <li>- Role and responsibilities of Alumani Association</li> <li>- Reflective teaching</li> <li>- Need and significance of self appraisal of teacher</li> </ul>

  
**PRINCIPAL**  
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