

# **Action Taken Report of the IQAC Meeting held on 10-4-2019**

The following is the **Action Taken Report** of the IQAC meeting held on 10-4-2019:

Sr.No.	Proposal	Action Taken	Remarks	In charge
1	Extension and Outreach Activities including Community Service	A number of activities such as an awareness program on health and hygiene and distribution of medical kits in the neighbouring areas being planned	Modalities being worked out.	IQAC in collaboration with <i>Dakshana Foundation</i> and NSS.
2	College Research Journal	Modalities being worked out.		Research Committee of the College.
3	Complete automation of official procedures	Groundwork being done for ensuring smooth up gradation and automation.	Complete automation of library underway.	-
4	Revamp of the College Website	The process for this has already been initiated		Website Committee
5	Academic Audit	Format for the Academic Audit has been worked out.	Meetings with department heads initiated.	-
6	Faculty Development Program	Scheduled for the semester July-November 2019.	The institution plans to organize this program in collaboration with those colleges that have MHRD established Pandit Madan Mohan Malviya teaching-learning centers in place.	IQAC
7	Library Internship for students.	Completed		Ms. Iqbal Kaur, Officiating Librarian

Dr. Manisha Mathur

*M. Mathur*

IQAC Coordinator

Dr. Harpreet Kaur

*Harpreet Kaur*

Chairperson