



### Action Taken Report(2020-21)

The IQAC held meetings of the Teaching and Non Teaching faculty with the Principal for academic year **2020-21** in IQAC/ICT Room on following dates.

1. 24 /06 /2020
2. 06 /08 /2020
3. 15 /01 /2020
4. 06 / 01/2021
5. 14/03/2021.

The minutes of the meeting are as follow

S.N.	Minutes/Resolution	Action Taken/Action Initiated
01	To incorporate the tentative academic calendar for 2020-2021 of the institution.	The academic calendar for the session 2020-2021 was approved by IQAC and suggested to implement it for the session following the guidelines of parent University.
02	To organize the activities under counseling cell to students and society.	Due to sudden occurrence of Covid19 students and stake holders was counselled to cope with pandemic situation.
03	To schedule the plan of collection of data of AQAR 2020-2021	Discussion has been taken on AQAR guidelines among respective criterion coordinators and finalized for submission.
04	To start the procedure of introducing the environmental subject.	The college management has decided with CDC and IQAC about starting environmental science subject as an optional subject.
05	To plan extension and outreach programmes by institution	The IQAC discussed the extension and outreach programmes through NSS Unit of institution. The IQAC suggested for various activities along with Covid 19 and awareness and blood donation camp.
06	Mentor mentee allotment for the year 2020-21.	The institution has developed mentor-mentee mechanism for student support and guidance. The institution appointed the class leader with relevant policies and norms etc.