

Internal Quality Assurance Cell: AY 2022-23

Action Taken Report of the Meeting held on 4th May 2023

1. NBA Accreditation

- **Action Taken:**

- *Initiated the process to apply for Compliance Status for the NBA Accreditation of IT and EEE departments.*
- *CSE, ECE, and MAE departments have been designated as mentors to guide IT and EEE through the accreditation process, providing support and sharing best practices.*

2. Academic Audit

- **Action Taken:**

- *Heads of Departments submitted comprehensive data, including End Term Results and analyses, to the IQAC and Website Admin by the specified deadline.*
- *An academic audit for all academic departments and offices has been scheduled to occur at the end of the semester.*

3. Internal Evaluation

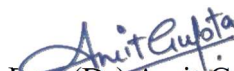
- **Action Taken:**

- *Question papers were prepared following Bloom's Taxonomy to ensure alignment with learning objectives.*
- *Documentation of internal evaluations has been systematically maintained, ensuring compliance with academic standards.*
- *A structured format for documenting student grievances has been implemented to enhance transparency and responsiveness.*

4. Miscellaneous

- **Action Taken:**

- *Various surveys related to faculty and student feedback were conducted, with records maintained by respective Heads of Departments for future reference and analysis.*
- *All departmental data related to academic, administrative, and library activities were compiled and shared with the Website Admin and IQAC for comprehensive oversight.*
- *The schedule for co-curricular activities was announced at the beginning of the academic year and is being strictly followed to ensure timely execution.*
- *Employees have been reminded to submit their appraisal forms for the 2022-23 academic year to their reporting authority by June 30, 2023.*


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IQAC Convener