

Action Taken Report 2022-2023

I. Submission of AQAR Forms (2016-2022)

1. Action Taken:

- Pending AQAR forms for 2018-19 and 2019-20 were prioritized, and the submission process began immediately after thorough discussions and incorporating suggestions from members.
- AQAR forms for the years 2018-19, 2019-20, and 2020-21 have been completed and submitted to the NAAC portal on 28th December 2022.
- AQAR for the year 2021-22 was presented to the members, discussed, and suggestions were incorporated before final submission on the NAAC portal.

2. Follow-up:

- Continuous monitoring and coordination with subcommittees to ensure timely completion of AQAR forms for future academic years.

II. Reconstitution of AQAR Sub-Committees

1. Action Taken:

- Sub-committees were reconstituted for each criterion, and the following coordinators were assigned the responsibilities:

Criteria 1: Prof. M. Jafar Ahrari

Criteria 2 & 3: Prof. P.K. Shishodia

Criteria 4: Prof. SaritaPassey

Criteria 5: Prof. Mukesh Kumar Jain

Criteria 6: Prof. Harinder Singh

Criteria 7: Prof. G.S. Tuteja

- Departmental representatives from each department were identified, and the list was finalized in coordination with the Principal's office.

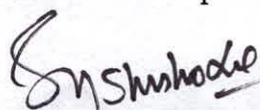
2. Follow-up:

- Ensuring regular meetings with sub-committees and departmental representatives to maintain progress.

III. Faculty Promotion and Screening Process

1. Action Taken:

- Promotion files submitted to IQAC, including API scores and plagiarism reports, were re-examined.
- Promotion applications are being processed by the IQAC and forwarded to the Principal's office for further action.



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Principal
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2. Follow-up:

- Continue with the re-examination and processing of any additional promotion applications as required.

IV. Data Collection from Departments and Faculty

1. Action Taken:

- A standard online form was developed to collect data from departments and individual faculty members, ensuring fulfillment of all AQAR criteria.

2. Follow-up:

- Continue with the data collection through the online form and regular updates to ensure AQAR preparation.

V. IQAC Activities and Lectures

1. Action Taken:

- Invited lectures related to NAAC processes were organized for TICs, committee conveners, and departmental representatives to enhance understanding of NAAC requirements.

2. Follow-up:

- Continue with organizing lectures, seminars, and workshops on NAAC-related topics for IQAC members and faculty.

VI. Institutional Initiatives

1. Action Taken:

- Vivekananda Study Circle was proposed to promote philosophical and ethical studies among students.
- Skill Development Learning Center (SDLC) was proposed to foster skill-based courses for students.

2. Follow-up:

- Implementation and setting up of both the initiatives to promote student development and ethical learning.

VII. NIRF Application and Seminar

1. Action Taken:

- It was decided that the college would apply for NIRF ranking, and a committee was constituted to handle this process.
- A seminar was organized for committee members to understand the NIRF ranking process.

2. Follow-up:

- Regular updates and submissions related to NIRF application process.

VIII. Feedback Mechanism Improvements

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1. Action Taken:

- Student feedback form was revised to gather more comprehensive insights.
- A parent feedback form was also created to incorporate their suggestions.
- A registration and feedback form for alumni was uploaded to the website.

2. Follow-up:

- Periodic feedback collection from students, parents, and alumni for continuous institutional improvement.

IX. G20 Initiatives and Events

1. Action Taken:

- Various G-20 initiatives were planned to foster India-Canada relationships.

2. Follow-up:

- Organized and executed various events under the G-20 initiative for global interaction and collaboration.

X. Workshops and Programs

1. Action Taken:

- A workshop on institutional database management was planned for improved data handling.
- A sports day for teaching, non-teaching staff, and students was suggested for the upcoming academic year.
- A proposal for a common science festival was discussed to promote interdisciplinary student participation.

2. Follow-up:

- Execute workshops, sports day, and science festival as per the proposed timeline.

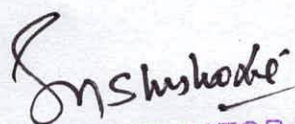
XI. Continuous Monitoring


1. Action Taken:

- Timely submission of AQAR forms remains a key priority for the institution's accreditation process.
- Members of all subcommittees are urged to complete assigned tasks within deadlines for smooth accreditation processes.

2. Follow-up:

- Regular follow-ups with subcommittees and department representatives to ensure all pending tasks are completed efficiently.


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