

## Action Taken Report 2018-19

S.N.	Head	Action Plan for the year	Action Taken
1.	<b>Curricular Planning and Implementation</b>	<ol style="list-style-type: none"> <li>1. Academic calendar will be prepared by IQAC for Annual and Semester pattern.</li> <li>2. IQAC will ensure that Departmental Calendars of Activities (Academic and Co-curricular) are prepared and followed by every department.</li> <li>3. IQAC will ensure that Teaching plans are available and meticulously followed in every department.</li> <li>4. Objectives of the curriculum will be achieved by departments and ensured by IQAC.</li> </ol>	Prepared by all the departments and followed and monitored by IQAC.
2.	<b>Academic Flexibility</b>	2-3 Add-on courses will be started.	7 (seven) add-on courses started and completed successfully
3.	<b>Curriculum Enrichment</b>	<ol style="list-style-type: none"> <li>1. IQAC will ensure that Study tours, field visits, group discussions and seminars are conducted in various departments.</li> <li>2. At least 1-2 Sensitization programmes/ courses on cross cutting issues like gender, environment, human values and professional ethics will be organized.</li> <li>3. 1 value added course will be introduced.</li> <li>4. No. of field projects for students will be enhanced.</li> </ol>	Monitored by IQAC.
4.	<b>Feedback System</b>	Feedback will be obtained from students, alumni and parents. IQAC will analyze the feedback and new initiatives will be introduced.	Monitored by IQAC.
5.	<b>Catering to student diversity</b>	<p>Initiatives to assess the learning levels of students will be enhanced.</p> <ol style="list-style-type: none"> <li>1. Proficiency/ Diagnostic tests to identify slow and advanced learners.</li> <li>2. Bridge courses</li> <li>3. Remedial classes</li> </ol>	Conducted by all departments & Monitored by IQAC.

6.	<b>Teaching-Learning Process</b>	<p>IQAC will observe the following teaching-learning methods in departments-</p> <ol style="list-style-type: none"> <li>1. Classroom teaching.</li> <li>2. Interactive teaching learning methods,</li> <li>3. Teaching by using PPT.</li> <li>4. Experiential learning through field visits and study tours.</li> <li>5. Collaborative teaching.</li> <li>6. Video lectures</li> </ol>	Monitored by Heads of the department & IQAC
7.	<b>Teacher Quality</b>	<ol style="list-style-type: none"> <li>1. IQAC will encourage the teachers to participate in Orientation, Refresher courses, Faculty development programmes, Workshops, Conferences and Seminars.</li> <li>2. IQAC will organize Recreation tours for faculties.</li> <li>3. Faculty will be motivated for pursuing his/her M.Phil. , Ph.D. and any other relevant course.</li> <li>4. Feedback from students will be obtained on teacher's performance and necessary suggestions will be given to the concerned teacher for any improvement.</li> <li>5. IQAC will organize training workshops for ICT based skill enhancement for teachers.</li> </ol>	The IQAC motivated the faculty members to enhance their knowledge and resources through seminars and workshops.
8.	<b>Evaluation Process and Reforms</b>	<ol style="list-style-type: none"> <li>1. IQAC will analyze the Dropout rate and systematic steps will be taken to reduce it.</li> <li>2. Objective Test / Open book tests will be conducted.</li> <li>3. Test series will be started in departments.(by CE Committee)</li> </ol>	<ul style="list-style-type: none"> <li>• Monitored by IQAC.</li> <li>• Conducted by each department</li> </ul>
9.	<b>Student Performance and Learning Outcomes</b>	<ol style="list-style-type: none"> <li>1. IQAC and Result monitoring committee will analyze student performance during the complete evaluation process and steps will be taken for improvement of students performance.</li> <li>2. Group discussion, Viva test series will be conducted to identify slow and fast learners.</li> </ol>	Monitored by individual department

10.	<b>Promotion of Research</b>	<ol style="list-style-type: none"> <li>At least 02 Major and 05 minor research projects will be undertaken by the faculty subject with the permission of UGC.</li> <li>Student projects will be allotted through Research committee.</li> <li>02 Conferences / Seminars / Workshops will be organized in campus.</li> <li>1 Students' seminars will be organized.</li> </ol>	<ul style="list-style-type: none"> <li>Students participated in the Avishkar Competition organized by SGB Amravati University.</li> <li>One National Conference organized by Dept. of Microbiology and IQAC.</li> <li>Seminars conducted by individual departments</li> </ul>
11.	<b>Resource Mobilization for Research</b>	<ol style="list-style-type: none"> <li>Resource mobilization will be done through major and minor research projects.</li> <li>Process for Tie Ups with Industries will be started.</li> </ol>	In Process
12.	<b>Research Facilities</b>	<ol style="list-style-type: none"> <li>Research committee will encourage Ph. D. supervisors for Registration of Ph. D. students and 2-3 departments will submit the proposals for research Centre to affiliating University.</li> </ol>	07 Ph. D. Supervisors and 3 research centers (English, Home-Economics Dept, Marathi) got recognition from affiliated university.
13.	<b>Research Publications and Awards</b>	Research publications will be done in UGC approved journals. At least 20 publications will be done.	<ul style="list-style-type: none"> <li>32 research papers published in the UGC listed journals.</li> <li>5 different Awards received by the faculty including Principal.</li> </ul>
14.	<b>Consultancy</b>	The process for Formal System of consultancy will be established by Consultancy committee.	In Process
15.	<b>Extension Activities and Institutional Social Responsibility</b>	<p>Institution- community network will be strengthen through various extension activities and NSS/NCC, SJJS and Women Welfare Committee.</p> <p>About 06 outreach programmes will be conducted.</p>	<ul style="list-style-type: none"> <li>Activities taken and monitored through various committees like NSS/NCC, SJJS and Women Welfare Committee.</li> <li>8 outreach program conducted.</li> </ul>
16.	<b>Collaboration</b>	<ol style="list-style-type: none"> <li>01 new MOU/ collaboration will be established.</li> <li>Linkages with other institutes for PG/ research students will be established by research committee.</li> </ol>	2 MOU established during the year.
17.	<b>Physical Facilities</b>	<ol style="list-style-type: none"> <li>Yoga Centre will be started.</li> <li>The college will try to make adequate facilities like PG labs, Home Economics lab, Auditorium and Parking space.</li> </ol>	<ul style="list-style-type: none"> <li>Yoga Centre started.</li> <li>In progress</li> </ul>

18.	<b>Library as a Learning Resource</b>	<ol style="list-style-type: none"> <li>1. The process for Library automation will be started.</li> <li>2. Number of titles will be increased.</li> <li>3. Reprographic service will be started in the library.</li> <li>4. Network resource centre will be enhanced.</li> </ol>	<ul style="list-style-type: none"> <li>• Partially Automated</li> <li>• In process</li> </ul>
19.	<b>IT – Infrastructure</b>	<ol style="list-style-type: none"> <li>1. Number of nodes will be increased.</li> <li>2. Interactive boards/ LED tv will be installed in some classrooms and laboratories.</li> <li>3. Free Wi-Fi facility will be available for students.</li> </ol>	<ul style="list-style-type: none"> <li>• In Progress</li> <li>• In Progress</li> <li>• Wi-fi facility is available</li> </ul>
20.	<b>Maintenance of Campus Facilities</b>	<ol style="list-style-type: none"> <li>1. Civil / Physical facilities will be maintained as per needs.</li> <li>2. Sensitive equipment will be calibrated time to time.</li> <li>3. IT facilities will be kept updated.</li> </ol>	<ul style="list-style-type: none"> <li>• In Progress</li> <li>• Facilities updated time to time</li> </ul>
21.	<b>Student Mentoring and Support</b>	<ol style="list-style-type: none"> <li>1. Mentor system will be followed.</li> <li>2. Remedial teaching will be provided to slow learners.</li> <li>3. Projects will be allotted to the advanced learners.</li> <li>4. Regular classes for competitive exams will be arranged Entry into services.</li> <li>5. Co-curricular and extracurricular activities will be run for students.</li> <li>6. 5 Career counseling activities will be done.</li> <li>7. Placement activities will be arranged.</li> <li>8. Welfare schemes for students will be enhanced.</li> <li>9. Competitive examinations guidance activities will be conducted by competitive exams guidance centre.</li> </ol>	<ul style="list-style-type: none"> <li>• In Place</li> <li>• Effectively followed and monitored through various committees under IQAC</li> </ul>
22.	<b>Student Progression</b>	<ol style="list-style-type: none"> <li>1. Student progression to higher education will be enhanced by continuous counseling through mentor system and career counseling cell.</li> <li>2. Results and completion rate will be increased and drop out will be decreased.</li> </ol>	<ul style="list-style-type: none"> <li>• Effectively followed and monitored by Result Monitoring committee under IQAC.</li> </ul>

23.	<b>Student Participation and Activities</b>	Will be ensured through student council, NSS, NCC, sport department, cultural committee, college magazine and departmental activities.	Effectively followed and monitored by NSS, Sports, Cultural committee, college magazine and departmental activities.
24.	<b>Strategy Development and Deployment</b>	Strategy development will be done through CDC, IQAC and decentralization of administration will be done through different committees run under College Council and IQAC's sub committees.	Effectively followed throughout year
25.	<b>Faculty Empowerment Strategies</b>	Faculty will be sent for participation in Orientation courses, refresher courses, faculty development programmes, conferences, workshops, seminars and training programmes.	The IQAC and Research Committee of the college motivated the faculty members to enhance their knowledge and resources through seminars and workshops.
26.	<b>Internal Quality Assurance System</b>	Internal quality will be assured through IQAC. IQAC will subdivide the perspective plan year wise and it will be the action plan of IQAC for subsequent years. This action plan will be executed by IQAC through different college committees and will be monitored in its monthly meetings.	Meticulously Done.
27.	<b>Environment Consciousness</b>	<ol style="list-style-type: none"> <li>1. Green audit procedure is in place under environmental Studies committee.</li> <li>2. Efforts will be strengthen to make the Campus Eco friendly.</li> </ol>	Green Audit procedure started from session 2016-17 and ecofriendly practices carried out throughout the year.
28.	<b>Innovations and best practices</b>	01 new innovative practice will be started.	New Add-on course "Importance of Human Values" by introduced by department of Languages

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