



Action Taken Report

SESSION 2019-2020

Plan of action	Achievements
Preparation of AQAR 2018-19 report	Submitted on 06.03.2020
Preparation of DCFII 2019-20 (AISHE) report	Submitted on 24.02.2020
Construction of more Audio visual rooms for ICT-based classes	Completed
Up-gradation of Faculty room for Department of Commerce	Completed
Online feedback format for students, parents and alumni	The format has been prepared through Google-form and has been circulated among the stakeholders for feedback collection
Upgradation of computer labs for students of the Department of Computer Science and BBA	Upgraded and fully functional
Organize FDP for faculties	The Department of Commerce in collaboration with Tally Academy organized 36 hours FDP for their faculties on "Computerized Accounting System and E-filing of Tax-Return"
Analysis from feedback collected from session 2018-2019: i. Use of innovative methods of teaching and ease of accessibility of teachers ii. Improve Library and Canteen facilities iii. Improve extracurricular activities, such as sports, and recreational facilities	 i. The teachers were instructed to find and develop innovative methods of teaching The teachers must make themselves more available to students ii. More library books to be purchased. Canteen staffs were informed to improve food quality iii. The 'College Fest' would be organized more grandly
Training of staff on operation of "Student management software"	Staff training completed
Online teaching-learning during pandemic	The teachers have shifted to online classes through various online platforms like Skype and Zoom including G-Suite Education

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