

ACTION TAKEN REPORT (2023-24)

DECISIONS	ACTION INITIATED
1. Curriculum Aspects	1. Degree Course in Accounting and Taxation under B.Voc.
2. Certificate Courses	2. Under the skill development programme various certificate courses were conducted.
3. Preparation of Academic Calendar of Institute for quality enhancement.	3. Academic calendar of 2022-23 is prepared and evaluation is monitored during weekly meeting conducted by vice principal.
4. Enhancing results	4. Test, Tutorial, oral, Home assignments Online MCQ Quiz & revision were conducted to improve the results.
5. Development of infrastructure facilities	5. Principal cabin renovation, new English Language Lab, Computer lab are constructed. New chairs, tables, Curtains, glass and tray set are purchased.
6. Strengthened extension activities	6. Community services were enhanced by the faculties and NSS unit. Thirty two extension activities were performed during the year.
7. Career Guidance and Placement Cell strengthened	7. Career Guidance Cell conducted faculty wise personal guidance programme for the students. Students were also guided at the time of admission regarding their career.
8. Student Support	8. Students were supported through various scholarship schemes, all the important notices regarding scholarship, academic & examination were displayed on the notice board and were sent on college class wise whatsapp groups. Students were supported through mentorship programme of faculties. Instalment fee payment system was implemented for poor students.
9. Environment Consciousness Initiatives	9. For second year students a compulsory course on Environmental Awareness was conducted and local environmental problems and there solutions were discussed during the lecture. NSS Unit conducted tree plantation programme. River Cleanliness programme was conducted under Swacha Bharat Abhiyan by BSD & NSS.
10. Initiatives to make campus eco-friendly	10. LED bulbs are used in college premises. Spitting and use of tobacco is strictly prohibited in college campus and for that instructions were displayed in college premises. In addition, NSS unit has conducted college cleanliness programmes.

11. Alumni and PTA meet and activities	11. Alumni Association organized faculty wise 4 alumni and PTA meet in the month of December 2023. Feedback from parents and alumni are collected and analysed and all the suggestions are rectified.
12. Students' grievances	13. Students' grievances are redressed within time bound programme. For this, Mentor Mentee scheme is used.