



ACTION TAKEN REPORT 2020-21

RESOLUTION IN IQAC MEETINGS	ACTION TAKEN
1. Admission process	Faculty members were given charge of separate faculties for conducting the admission process effectively.
2. To Decide Vision, Mission, Logo and Motto for the institution.	Vision, Mission, Logo and Motto for the institution were adopted.
3. To set the time table for online classes and division of the workload	Time Table is prepared accordingly and monitoring is done if the classes are effectively going on or not.
4. To organize Activities, Events and Programs	The planning regarding activities, events and programs were carried out successfully as per academic calendar.
5. To conduct National/ International festivals/Commemorative Days	All the National festivals are celebrated like Independence Day, Republic Day, State Foundation Day, Environment Day etc. The events are also reported.
6. To organize student oriented workshop in college.	NAAC and IQAC organized A short online quiz on “Global Climate Change: Present Scenario”. Contest started on 11/08/2020 and ended on 13/08/2020.
	One-day workshop on Microsoft Word was organized on October 21, 2020 by IQAC. Resource person was Ms. Renu Kujur, Asst. Prof., Zoology.
	One-day student oriented workshop on 07/11/2020. The theme of the workshop was “How to Improve Your Vocabulary”. Resource person was Dr. (Mrs) S. Shrivastava, Asst. Prof., English.
7. To organize faculty oriented workshop in the institution.	A. One-day workshop on “Effective Use of ICT Tools”
	B. Five day’s workshop on “How to Prepare an Effective SSR for NAAC”
8. To encourage the staff members to attend workshops/seminars/present papers.	Some of faculty members attended workshops/seminars.
9. To conduct Internal Assessment Exam.	Internal Assessment Exam was conducted.
10. To conduct educational tour for students of Geography.	Students of Geography visited Hirakund Project, Sambalpur, Odisha.
11. To update the website of Institution.	Website of the institution is updated as per UGC Guidelines
12. To implement code of conduct & code of professional ethics in college.	Code of Conduct & Code of Professional Ethics were implemented.

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