



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Action Taken Report (ATR) 2016-17**

The overall action taken report on various activities of IQAC planned for the academic year 2016 - 2017, collated and placed before the official forum for approval and documentation. The following initiatives were taken by the IQAC during the academic year.

PLAN OF ACTION	DETAILS OF PROGRAMME	ACHIEVEMENTS OF QUALITY SUSTENANCE AND ENHANCEMENT
<b>FDP on New National Educational Policy for Higher Education</b>	20.07.2016 10.00 a.m. - 04.00 p.m.	<ul style="list-style-type: none"><li>Based on the insight given by the eminent resource person, staff members deliberated on New National Education Policy and recommendations. Staff members become resourceful to communicate to the stakeholders.</li><li>On the same day, the importance of taking up academic audit was enumerated and initiation was done to implement the same.</li></ul>
<b>Soft Skill Training to Non - Teaching staff</b>	20.07.2016 10.00 a.m. - 04.00 p.m.	<ul style="list-style-type: none"><li>This program was well-received by the non-teaching staff member, which gave a comprehensive understanding of the working environment at</li></ul>

		Gonzaga college with its focus and expected work ethics.
<b>Uploading data in AISHE</b>	07.01.2017	<ul style="list-style-type: none"> <li>▪ The institutional data was uploaded in AISHE portal.</li> </ul>
<b>Feedback from Stakeholders</b>	Feedback from Students on Staff (Staff Assessment) 09.01.2017 2.30 p.m. - 3.30 p.m.	<ul style="list-style-type: none"> <li>▪ The collated data was given to the staff by the Principal. The staff members were asked to go through the various indicators for their improvement over teaching methodology.</li> </ul>
	Feedback on Curriculum by Parents, Alumnae, Staff, Students and Employer	<ul style="list-style-type: none"> <li>▪ The feedback was collected and taken for appropriate actions.</li> </ul>
<b>Stock verification</b>	Stock verification team went to different departments and verified the stock of each departments	<ul style="list-style-type: none"> <li>▪ The stock verification enabled the college to help management in achieving the larger objectives of inventory management.</li> </ul>
<b>IQAC meetings</b>	Three meetings were held to plan, execute and evaluate the quality initiatives of the IQAC.	<ul style="list-style-type: none"> <li>▪ Plan of action, execution, and follow-up of the outcome for assurance of quality initiations.</li> </ul>
<b>College Magazine / Annual Report</b>	One of the regular activities of the IQAC members	<ul style="list-style-type: none"> <li>▪ Consolidation of various activities in a report form, contribution from the students as creative writing, drawing, and so forth are compiled and shared with the stakeholders of the college as a college annual magazine. It enhances the</li> </ul>

		writing skills and creative thinking of the students.
<b>Adaptation of New Pedagogy</b>	All the members of the staff are asked to deliver the curriculum using ICT	<ul style="list-style-type: none"> <li>▪ The learning experience of the students is greatly enhanced after using different teaching methods, which also improved the results of the students.</li> </ul>
<b>Department Evaluation - Arts, Commerce, Science &amp; Internal Audit</b>	06.05.2017 Each Head of the Department presented the activities of the departments, physical facilities, strength, challenges, and future vision of the department.	<ul style="list-style-type: none"> <li>▪ The members of the IQAC evaluated the academic and administrative activities of the departments and given suggestion to the management for the quality enhancement of the department.</li> </ul>

  
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