



DON BOSCO COLLEGE OF ARTS AND SCEINCE, KEELA ERAL

IQAC Action Taken Report 2022-2023

S.No.	Date	Plan of Action	Action Taken Report
1	18.07.2022	Decisions on SSR Preparation <ul style="list-style-type: none">The preparation of the Self-Study Report (SSR) is in progress with key sections being addressed by respective departments.A timeline has been established for finalizing data collection and report drafting.	<ul style="list-style-type: none">Department heads will review and finalize their respective sections by 07.09.2022A team will be formed to compile the report and ensure its alignment with accreditation guidelines.Regular meetings to be scheduled to ensure progress and address any concerns.
2	18.07.2022	Perspective Plans of the Departments for Quality Initiatives <ul style="list-style-type: none">Each department presented their perspective plans focused on improving teaching, research, and student outcomes.	<ul style="list-style-type: none">Departments are to submit detailed proposals by 07.08.2022 for funding and for their evaluation. An review committee will be formed to assess the feasibility and effectiveness of the proposed plans.
3	04.01.2023	Progress in SSR Preparation <ul style="list-style-type: none">Significant progress has been made in compiling data and drafting sections of	<ul style="list-style-type: none">Some departments are still gathering data, causing delays in certain sections of the SSR.



		<p>the SSR.</p> <ul style="list-style-type: none"> ○ The academic and administrative sections have been reviewed, and feedback has been incorporated. 	
	04.01.2023	<p>. Individual Data Verification for Professional Development Program Attended by Faculty Members</p> <ul style="list-style-type: none"> ○ Faculty members have submitted data on the professional development programs they attended. 	<p>A report on the verification status will be submitted to the management for final approval</p>

M. GS

INCHARGE

**Internal Quality Assurance Cell (IQAC)
Don Bosco College of Arts and Science
Koota Eral, Thoothukudi District.**

Meeting 8

Date: 18/07/2022

Venue: IQAC Office

Time: 03:45 P.m.

AGENDA

1. Review of Previous meetings & Action Taken Report
2. To decide the plans for SSR Preparation
3. Perspective Plans of the Departments for Quality Initiatives.

MINUTES

The chair person, the Principal welcomed the members of the meeting. The following points were discussed.

Agendum 1:

Review of Previous meetings & Action Taken Report

The chair person discussed the Action Taken Report of the previous meetings. The follow up work of the meetings were discussed.

Agendum 2:

To decide the plans for SSR preparation.

The chair person of IQAC delivered the status of criteria wise plan of action for the SSR preparation. It was decided to check the previous records of each criterion with regard to the required data. It is decided to check the previous records of each criterion with regard to the required data. It is decided to constitute a staff committee for each criteria under a staff incharge for the completion of the work.

Agendum 3: Perspective plan of the Departments for Quality Initiatives.

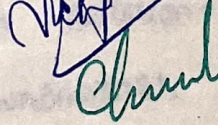
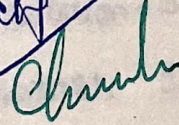
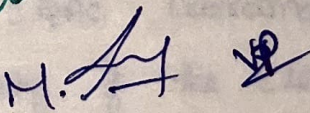

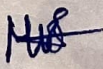

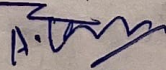
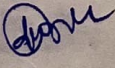
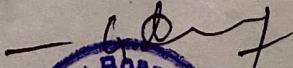
The Principal, discussed the on-going Processes of Internal examinations, eco friendly measures and other academic & administrative frameworks.

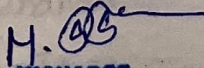
The other ongoing Processes such as student's Progression & merit status in online examinations, record of attendance, projects & placements of the students were discussed.

In this aspect, The Principal encouraged the motivation & involvement of the faculty members in the promotion of innovative reforms in teaching learning processes.

The Secretary also suggested to strengthen the Academic / Extension / Research achievements of the faculty.

Members Present:-

1. Secretary 
2. Principal 
3. Vice Principals 
4. Controller of Examination 
5. Dean
6. IQAC 
7. Professors 
8. Accountant 
9. Office Superintendent 
10. Alumni 


INCHARGE
Internal Quality Assurance Cell (IQAC)
Don Bosco College of Arts and Science
Koola Eral, Theethukudi District.



Meeting 9

Date: 4/01/2023

Time: 04:00 P.m.

Venue: IQAC office

AGENDA

1. Progress in SSR Preparation
2. Individual data Verification for Professional Development Programmes attended by the faculty members.

MINUTES

IQAC meeting was conducted at the IQAC office today.

Dr. M. SIVASANKARI, IQAC coordinator initiated the meeting & briefed the progress made in the preparation of SSR.

It was decided to collect details regarding research collaboration in Excel sheets separately for use in criterion-3.

Dr. M. SIVASANKARI, IQAC coordinator announced that the final copy of the Excel data template regarding Professional Development Programmes attended by the faculty members during the period June 2017 to May 2022 will be kept for verification by individual faculty members at the office of IQAC. Modifications, if any could be brought to the attention of the coordinator.

Members Present:

Secretary 


Principal 


Vice Principals 

Controller of Examination 

IQAC Coordinator 

Professors


(i) 

(ii) A. P. 

Accountant A. 

Office Superintendent 

Alumni. 


INCHARGE
Internal Quality Assurance Cell (IQAC)
Don Bosco College of Arts and Science
Koccha Enal, Theethukudi District.

