

Shrimati Narsamma Hirayya Shaikshanik Trust Amravati's
Arts, Commerce and Science College, Kiran Nagar, Amravati
Internal Quality Assurance Cell (2019-20)

Action Taken Report (2019-20)

(Against the Decisions taken in the Meetings of the IQAC with Hon. Management)

Minutes of the Meetings: 07-08-2019	Action Taken
Noting of changed structure of IQAC Decision: It was decided to invite the representatives of the stakeholders like student and alumini in the IQAC. The coordinator proposed the name of Dr. T. T. Rathod to be included as the Teacher representative in the IQAC.	Dr. T. T. Rathod is included as a member in the existing IQAC from 07-08-2019. Mr. Suraj Dipak Here & Komal G. Kadukar were included as IQAC members to represent Alumni and Student community respectively.

Sd/- Chairman, IQAC

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(Against the Decisions taken in the Meeting of the IQAC with Hon. Management)

Minutes of the Meetings: 14-08-2019	Action Taken
About perspective plan of the College Decision: Perspective Plan was to be submitted for approval in the CDC.	Perspective Plan was approved by CDC.

Sd/- Chairman, IQAC

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(Against the Decisions taken in the Meetings of the IQAC)

Minutes of the Meetings: 24-08-2019	Action Taken
Submission of AQAR Decision: It was decided to place the AQAR 2018-19 for its approval in the CDC before submission to NAAC portal.	AQAR 2018-19 was submitted
Briefing on the process of IIQA to be initiated. Decision: Decided to submit IIQA to NAAC.	IIQA was submitted on 06-11-2019 and approved by NAAC on 20-11-2019.
To form the Committee for External Academic Audit Decision: It was decided to form the Committee of external experts for the External Academic Audit by considering certain norms related to the status of the Institutes.	Committee of experts for External Academic Audit was formed and the audit was conducted on 24-10-2019.

Sd/- Chairman, IQAC

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(Against the Decisions taken in the Meetings of IQAC with Non-teaching staff)

Minutes of the Meetings: 11-11-2019	Action Taken
Table-wise chart of working of the office. Decision: The responsibility was given to Mr. Walse to prepare table & window wise responsibility of office work.	Mr. Walse prepared and displayyed table & window wise responsibility of office work to make easy official administration.

Sd/- Chairman, IQAC

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(Against the Decisions taken in the Meetings of the IQAC with teaching faculty)

Minutes of the Meetings: 12 to 14-11-2019	Action Taken
Discussion and suggestion for the final e-submission of SSR. Decision: Final draft from IQAC was presented through power point presentation in the teachers meeting. Suggestions were incorporated.	Suggestions regarding providing the links of the website in the Any Additional Information (AAI) section of the SSR were incorporated and the relevant links were provided.

Sd/- Chairman, IQAC

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(Against the Decisions taken in the Meetings of the IQAC with teaching & non-teaching)

Minutes of the Meetings: 04-12-2020	Action Taken
Fees paid to the NAAC Decision: The amount towards the payment was sanctioned by the Principal to be paid to NAAC.	The amount of Rs. 2, 86, 150/- was paid to NAAC.

Sd/- Chairman, IQAC

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Minutes of the Meetings: 08-01-2020	Action Taken
To declare the dates of annual function of the College Decision: After discussion, Principal informed that Annual Function of the College will be organised during 6-2-2020 & 11-2-2020 & Annual Award & Prize distribution program to be held on 26 th January 2020.	Annual Function of the College was organised during 6-2-2020 & 11-2-2020 & Annual Award & Prize distribution program was conducted on 26 th January 2020.

Sd/- Chairman, IQAC