

**ACTION TAKEN REPORT**  
***ON MAJOR IQAC DECISIONS IN 2017-18***

1. A committee consisted of Sri. Noufal K.P and Sri. Haseeb V.V (Assistant Professors, Department of Computer Science) was formed to take necessary steps for the implementation computerized and centralized attendance record system. The system was implemented. But later on, it has been resolved to maintain both attendance register and computerized consolidated attendance statements.
2. Communicative English programme for First year students were organized with the support of Faculty members of English Department
3. The Principal directed all Heads of departments to submit proposals of seminars and workshops to be organized in 2017-18. Accordingly, three seminars, one workshop and one invited lecture have been conducted.
4. Heads of departments have been informed about the continuation of remedial and special classes as usual and the same has been implemented
5. As decided the IQAC meeting, library orientation programmes for First semester students were conducted.
6. The college librarian was asked to submit a report on library usage by students from 1<sup>st</sup> June 2017 up to 20-09-2017. He has submitted the report.
7. Construction work of 400 meter track and Student Facility Centre completed. The work of indoor stadium is going.
8. Discipline committee took necessary steps for maintaining campus discipline.
9. IQAC started the preparation of AQAR of 2016-17.
10. A resource person has been contacted and a tentative date (05-10-2017) of seminar has been fixed for IQAC seminar for teachers and administrative staff. However, it could not be organised.
11. The performance of students in model examination was discussed in PTA meetings.
12. The Principal discussed the matter of CCTV installation with the Management, which offered positive action for the same.
13. IQAC held a meeting with all faculty members and Management representatives of the college to discuss the establishment of a Research Centre of the college. In principle, the proposal of the Research Centre was unanimously approved and IQAC was entrusted to take further necessary steps for this purpose.
14. Remedial and special classes and Student Support Programme (SSP) were conducted during this academic year
15. As part of developing Eco-friendly campus, planting of saplings, save water for future, paper and e-waste recycle programme, waste management etc were implemented