

## Action taken Report for the Academic Year for the Second Half of the Academic Year 2017-18

In accordance with the minutes of the meeting conducted on 18<sup>th</sup> December, 2017.

Following points were executed:

- 1.) The Principal monitored whether all the activities were conducted as per the Strategic plan prepared at the starting of the Academic year.
- 2.) The Council members in tandem with the teaching staff members encouraged the students to enroll for Add on courses.
- 3.) The feedback of the students were sought by the Council.



Quality Council Co-coordinator



Principal



## Action taken Report for the Academic Year for the First Half of the Academic Year 2017-18

In accordance with the minutes of the meeting conducted on 10<sup>th</sup> July, 2017

Following points were executed:

- 1.) The council members prepared the strategic plan of the activities to be conducted for the Academic calendar.
- 2.) The council members prepared the various committees at the starting of the Academic year.
- 3.) The council members communicated the same to the other teaching staff members so that it would help them to prepare the activities of their respective departments.
- 4.) The council members guided the teaching staff members to prepare the Academic Calendar.
- 5.) The Council members ensured whether the Feedback mechanism is in place for the Academic year.
- 6.) The Council members monitored the overall preparedness for the conduction of Add-On Courses.
- 7.) The Principal closely monitored the activities conducted by the various committees.

**Based on the course content Teachers took initiative and**



**Quality Council Co-coordinator**



**Principal**



## Action taken Report for the Academic Year for the First Half of the Academic Year 2018-19

In accordance with the minutes of the meeting conducted on 11<sup>th</sup> June, 2018

Following points were executed:

- 1.) The committees and academic calendar were formed at the starting of the academic year.
- 2.) The council members communicated the schedule of Internal Evaluation through tests, assignments, quiz contests, exam etc to the teaching staff members and they also monitored the same.
- 3.) The council members communicated the teaching staff members to encourage the students to give their best in the class tests, exams and also to participate in large numbers in extracurricular activities.
- 4.) The council keeping in mind the feedback sought by students decided to communicate the teachers the need to provide more depth to their course content through live examples.



Quality Council Co-coordinator



Principal



## Action taken Report for the Academic Year for the Second Half of the Academic Year 2018-19

In accordance with the minutes of the meeting conducted on 20<sup>th</sup> December, 2018

Following points were executed:

- 1.) The Action Plan for the second half of the academic year was prepared.
- 2.) The council ensured whether the teaching staff members are adhering to the Action plan by organizing the activities of their association keeping in mind the action plan.
- 3.) The council monitored whether the Teaching staff members had incorporated in their teaching style the depth required to gauge students.



Quality Council Co-coordinator



Principal



## Action taken Report for the Academic Year for the First Half of the Academic Year 2019-20

In accordance with the minutes of the meeting conducted on 10<sup>th</sup> June, 2019

Following points were executed:

- 1.) The Council prepared the Action plan for the first term.
- 2.) Formation of various committees and academic calendar.
- 3.) The Council also ensured whether the teaching staff members are strictly adhering to the action plan.
- 4.) The Council prepared the schedule of continuous internal evaluation through tests, assignments, quiz contests etc.
- 5.) As per the student feedback received in the previous Academic year the council communicated the need to use simple, crystal clear language during the delivery of the lecture and to make the course content as relevant as possible with the day to day examples.

*SE*  
Quality Council Co-coordinator

*[Signature]*

Principal



## Action taken Report for the Academic Year for the Second Half of the Academic Year 2019-20

In accordance with the minutes of the meeting conducted on 06<sup>th</sup> January, 2020

Following points were executed:

- 1.) The council prepared the action plan for the second half of the academic year.
- 2.) The council members ensured whether all the teaching staff members are adhering to the action plan prepared.
- 3.) Time to time discussions on how the teaching staff members can attract more students in Add on course and monitoring of the add on course.
- 4.) The council monitored whether the Teaching staff members had incorporated in their teaching style the clarity and simplicity required for fast and effective grasping of the content to the students.

*SK*

Quality Council Co-coordinator

*Jeevesh*

Principal



## Action taken Report for the Academic Year for the First Half of the Academic Year 2020-21

In accordance with the minutes of the meeting conducted on 06<sup>th</sup> July, 2020

Following points were executed:

- 1.) The council members took a short review of the circulars received from the Government of Maharashtra, Ministry of Higher Education and University of Mumbai instructing the higher education institutions to strictly follow the Covid-19 norms.
- 2.) An Action plan for the conduct of Online teaching- learning was prepared. The committee members took the stock of the situation by ensuring whether the required infrastructure and paraphernalia to conduct online lectures is in place.
- 3.) The committee ensured whether the time table for online lectures is prepared and the teaching staff members are adhering to the same.
- 4.) The Council properly communicated the need and importance of spreading awareness of Covid-19 to the National Service Scheme (NSS) unit. The Council also instructed the cell to spread awareness of precaution measures to prevent the infection of Covid-19.
- 5.) As per the students feedback sought previous academic year the council communicated the teaching staff members to be more proactive during the academic year as the Online learning requires more Clarity, Depth and live examples of the topics to be covered as here the absence of face to face mode of teaching learning poses more challenges in the overall process.

  
Quality Council Co-coordinator

  
I/C Principal



## Action taken Report for the Academic Year for the Second Half of the Academic Year 2020-21

In accordance with the minutes of the meeting conducted on 09<sup>th</sup> November, 2020

Following points were executed:

- 1.) The Council prepared the Action plan for the conduct of online teaching and learning process for the second term.
- 2.) The Council ensured whether the infrastructure is in place to conduct the online lectures.
- 3.) The Council took review of the circulars of The Government of Maharashtra, Ministry of Higher Education and University of Mumbai pertaining to the measures to be taken by the Higher Education Institutions for Covid-19.
- 4.) The Council properly communicated the need and importance of spreading awareness of Covid-19 to the National Service Scheme (NSS) unit. The Council also instructed the cell to spread awareness of precaution measures to prevent the infection of Covid-19.
- 5.) The Council also ensured whether in the first term the Cell successfully did the work of spreading the awareness of preventive measures to be taken by various stakeholders in the society. Thus, protecting themselves from the spread of the infection.
- 6.) The Council also ensured whether the teaching staff members were able to bring required changes in the delivery of lectures.

  
Quality Council Co-coordinator



  
I/C Principal



## Action taken Report for the Academic Year for the Second Half of the Academic Year 2021-22

In accordance with the minutes of the meeting conducted on 10<sup>th</sup> January, 2022  
Following points were executed:

- 1.) The Internal Quality Assurance Cell took a short review of the circulars issued by the Government of Maharashtra, Ministry of Higher Education and University of Mumbai.
- 2.) In pursuance with the notification, the cell prepared the action plan for the smooth conduct of hybrid teaching-learning process.
- 3.) IQAC also monitored whether the infrastructure and paraphernalia to execute the Hybrid teaching learning is in place.
- 4.) IQAC monitored whether all the lectures conducted as per the time table prepared by the time-table committee.
- 5.) The cell properly communicated the need and importance of spreading awareness of Covid-19 to the National Service Scheme (NSS) unit. The Council also instructed the NSS unit to spread awareness of precaution measures to prevent the infection of Covid-19.
- 6.) The Cell monitored whether the teaching staff members were able to keep the incidences of indiscipline in check as it was after a long time that the students were attending lectures in face to face setting and whether they are able to gauge students attention by incorporating learning values in their respective lectures, as decided at the beginning of the academic year.

  
Internal Quality Assurance Cell  
Co-coordinator

  
Principal



## Action taken Report for the Academic Year for the First Half of the Academic Year 2021-22

In accordance with the minutes of the meeting conducted on 14<sup>th</sup> June, 2021

Following points were executed:

- 1.) The cell allotted the activities for the Academic year in consultation with the principal, as per the expertise and potential of the teaching staff.
- 2.) The cell sought suggestions from the teaching staff, whether to bring any change in the Academic calendar prepared.
- 3.) Time-table committee were given instructions to prepare the time table as per the college norms. The council monitored the same.
- 4.) The cell properly communicated the need and importance of spreading awareness of Covid-19 to the National Service Scheme (NSS) unit. The Council also instructed the NSS unit to spread awareness of precaution measures to prevent the infection of Covid-19.
- 5.) As per the feedback received by students in the previous academic year the council felt the need to communicate to the teachers the need to inculcate discipline, patience as it helps to inculcate in them learning values.

  
Internal Quality Assurance  
Cell Co-coordinator

  
Principal

