

TEAM IQAC

ACTION TAKEN REPORT- COMM/IQAC(T)/22

(Based on the action items listed at the previous meeting held on 28/04/2023 from 12:30 pm-1:00 pm at IQAC Room, First Floor, PG Centre)

Action No.	Action item description	Action by	Target date	Status
COMM/IQAC(T)/22_2	Notice Regarding Mentoring/Student Activity Hour	Joint Secretary (Extracurricular)	First week of May	Closed
COMM/IQAC(T)/22_3	General guidelines for conducting mentoring sessions	Joint Secretary (Administration)	First week of May	Closed
COMM/IQAC(T)/22_4	Notice for assigning activity coordinators for Nature Club event	Joint Secretary (Administration)	First week of May	Closed
COMM/IQAC(T)/22_5	Guidelines for "Nurturing Sustainable Minds" organized by Nature Club	Joint Secretary (Administration)	First week of May	Closed
COMM/IQAC(T)/22_6	Status of RSMS feature modifications	Team IQAC	Second week of May	Closed
COMM/IQAC(T)/22_7	Workload Scrutiny and Consolidation	Team IQAC & Dept. IQAC Coordinators	Second week of May	Closed
COMM/IQAC(T)/22_8	Data Collection for NAAC AQAR 2021-2022	Joint Secretary (Administration)	Second week of May	Closed
COMM/IQAC(T)/22_9	Preparation of Student Activity Calendar for May to July 2023	Joint Secretary (Extracurricular)	Second week of May	Closed
COMM/IQAC(T)/22_10	Student feedback at RSMS	Joint Secretary (Course & Examination)	Third week of May	Closed
COMM/IQAC(T)/22_11	Student Club Members List	Team IQAC & Club in charges	Third week of May	Closed
COMM/IQAC(T)/22_12	Institutional Login for NITTTR	Joint Secretary (Administration)	Third week of May	Closed
COMM/IQAC(T)/22_2	Notice Regarding Mentoring/Student Activity Hour	Joint Secretary (Extracurricular)	First week of May	Closed

Prepared By: Dr. Ragin Ramdas M.	Prepared Date: 28-04-2023	Reviewed By: Ms. Liza Annie Joseph
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