

## TEAM IQAC ACTION TAKEN REPORT- COMM/IQAC(T)/17

(Based on the action items listed at the previous meeting held on 25/11/2022 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)/17_2	Preparation of feedback forms of Alumni, Industry & Advisory Committee for the new curriculum of 2023	Joint Secretary (Course)	1 <sup>st</sup> December 2022	Closed
COMM/IQAC(T)/17_3	Introduction of "Quality Improvement Suggestions" link under IQAC tab	Team IQAC	12 <sup>th</sup> December 2022	Closed
COMM/IQAC(T)/17_4	Preparation regarding second, annual Internal Quality Assurance Cell (IQAC) core committee meeting	Team IQAC	12 <sup>th</sup> December 2022	Closed
COMM/IQAC(T)/17_5	Preparation of slide format for IQAC Core Committee meeting	Joint Secretary (Documentation)	11 <sup>th</sup> December 2022	Closed
COMM/IQAC(T)/17_6	Preparation of Result analysis 2022	Joint Secretary (Examination)	1 <sup>st</sup> week of December	Closed
COMM/IQAC(T)/17_7	Activity point guidelines in RSMS	Joint Secretary (Audit)	2 <sup>nd</sup> week of December	Closed
COMM/IQAC(T)/17_8	Introduction of Remedial report in RSMS	Team IQAC	2 <sup>nd</sup> week of December	Closed
COMM/IQAC(T)/17_9	Website updation process	Team IQAC	3 <sup>rd</sup> week of December	Closed

<b>Prepared By: Dr. Ragin Ramdas M.</b>	<b>Prepared Date: 29-11-2022</b>	<b>Reviewed By: Ms. Liza Annie Joseph</b>
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