

### **Action Taken Report (ATR) 2024-25 (Odd Semester)**

As per the planning and instructions of IQAC members, the following actions have been taken considering the Agenda Points of IQAC Meeting held on 21<sup>st</sup> August 2024:

- i. As per discussion held, IQAC Minutes of Meeting (MoM) and Action Taken Report (ATR) were uploaded on the college website at regular intervals.
- ii. IQAC activities conducted and performance of college in various ranking surveys during 2023-24 were reviewed and gaps were identified for ensuring corrective actions to improve rankings in future evaluations.
- iii. The IQAC Coordinator formed a dedicated team for QS-1 Gauge Ranking form review, data collection and related preparations to ensure the timely submission.
- iv. As per the discussion held in meeting for improving publications from students projects, clear policies and guidelines for students and project guides were defined and presented by Dr. Vani Bhargava.
- v. Feedback on AKTU syllabus revision for 3<sup>rd</sup> year students was taken through a team including Dr. Saroj Bala and Dr. Jitender from IQAC and the feedback response was communicated to the AKTU University.
- vi. Current status of student mentoring policy was reviewed by Dr. Gopal Babu and after discussion with Director necessary minor changes were implemented.
- vii. Classroom allotment and timetable formats for the upcoming semester were prepared by Dr. Jitender and Mr. Neeraj and shared with all departments.
- viii. Students academic performance and attendance formats were reviewed and corrections actions were taken through HoDs to ensure good performance in university exams.

- ix. Normalization Process of theory and lab marks was reviewed and as per received feedback and suggestions given by IQAC members the changes were implemented in the Normalization Process policy.

~~A-9~~ 4/11/24

**Dr. Hemant Ahuja**

**Director**

**Copy to:**

- i. Director General (for kind information)
- ii. IQAC Coordinator
- iii. Concerned IQAC Members