



INTERNAL QUALITY ASSURANCE CELL
ARYAVIDYAPEETHCOLLEGE, GUWAHATI – 781 016

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Action Taken Reports of IQAC Meetings

Session 2019-20

14/08/2019	<u>Resolution-1:</u> To prepare a flow-chart where the various responsibilities assigned to teachers would be reflected.	The chart has been prepared.
	<u>Resolution- 2:</u> Resolved to form a Promotion monitoring committee to look into the promotion related matters.	The Promotion Monitoring Committee was constituted on 19-10-2019.
24/08/2019	<u>Resolution-3:</u> Resolved to hold an Alumni meet during the current session.	A virtual Alumni Meet was held on 28-12-2020. The meet had to be delayed due to pandemic induced disruptions.
	<u>Resolution- 4:</u> Resolved to organize a workshop on ICT for teachers within the current academic session.	The IQAC organized the following in online mode due to pandemic- i. Webinar on <i>Use of Online e-Resources</i> on 31/05/2020 ii. E-workshop on <i>Smart Tools for Teachers</i> on 01/06/2020 iii. Webinar on <i>Emerging ICT Trends and Threats</i> on 02/06/2020
19/10/2019	<u>Resolution-2:</u> A committee was constituted to explore the feasibility of organizing a NAAC sponsored workshop.	A state level NAAC sponsored virtual Workshop on “Challenges in Revised NAAC Assessment and Accreditation Framework” on 26-06-2021. The workshop had to be delayed due to pandemic induced disruptions.
	<u>Resolution- 4:</u> Resolved to organize a meeting with the representatives of the AVCSU at an early date.	A meeting of the IQAC and the representatives of the AVCSU was held on 02-01-2020.
26/11/2019	<u>Resolution-1:</u> The IQAC resolved to hold a meeting with the HoDs to discuss about organizing seminar and popular talks to be sponsored by DHE.	A meeting with the HoDs was held on 27-11-2019.

	<u>Resolution-2:</u> A Sattriya dance competition to be organized after the completion of semester end examination.	Could not be organized due to pandemic.
27/11/2019	<u>Resolution-1:</u> The faculty of Arts is to organize an International seminar and the proposal for the same is to be prepared and submitted to the DHE.	Proposal was prepared and submitted to DHE for the approval of the same.
	<u>Resolution-2:</u> The faculty of Science is to organize two national seminar/workshop and the proposal for the same is to be prepared and submitted to the DHE.	Proposals were prepared and submitted to DHE for the approval of the same.
02/01/2020	A meeting of IQAC with the student representatives was held to discuss various issues related to overall development of the college.	Suggestions from the student representatives were noted.
18/03/2020	<u>Resolution-1:</u> Standard feedback form to be designed to take feedback from the students.	Feedback could not be taken as Nationwide lockdown started from 24 th March, 2020.
	<u>Resolution-2:</u> A meeting to be organized with HoDs of concerned departments regarding students' feedback.	Meeting could not be held due to pandemic.
18/05/2020	<u>Resolution-1:</u> The committee resolved to create an e-repository of learning resources for both honours and regular courses.	Video recordings of online classes are preserved for the benefit of students.
	<u>Resolution-2:</u> Admission in the new academic session is to be conducted online.	Admission to various classes was conducted online.
	<u>Resolution-5:</u> A report on the initiatives undertaken by the IQAC during lockdown period is to be prepared.	Report has been prepared and submitted.
23/05/2020	<u>Resolution 1:</u> Resolved to organize the proposed workshop on ICT for teachers through online mode.	The IQAC organized the following- i. Webinar on <i>Use of Online e-Resources</i> on 31/05/2020 ii. E-workshop on <i>Smart Tools for Teachers</i> on 01/06/2020

		iii. Webinar on <i>Emerging ICT Trends and Threats</i> on 02/06/2020
18/06/2020	<u>Resolution-1:</u> Resolved to organize a week long FDP in collaboration with other higher educational institution/university.	IQAC organized the Online FDP on <i>E-Learning Platform</i> in association with E&ICT, IIT Guwahati from 31/08/2020 to 07/09/2020.
	<u>Resolution-2:</u> The departmental inputs and academic audits for the session 2019-2020 are to be submitted by all the departments	Departmental inputs and data for academic audits were collected and report has been submitted.
	<u>Resolution-3:</u> The AQAR for the session 2019-2020 is to be prepared and submitted to NAAC.	AQAR for the session 2019-2020 submitted to NAAC 30 th December, 2021.
27/06/2020	<u>Resolution-1:</u> Resolved to organize a e-workshop in collaboration with the E&ICT Academy, IIT, Guwahati.	The online FDP was organized from 31 st August to 7 th September, 2020.
	<u>Resolution-2:</u> The committee resolved to create an e-repository for Higher Secondary students.	Video recordings of online classes are preserved for the benefit of students.
30/06/2020	<u>Resolution 1:</u> Three online lectures to be conducted every week by the departments on relevant topics.	The lectures were conducted by all the departments. The recordings of the lectures are available with the departments.
	<u>Resolution 2:</u> Resolved to organize an orientation programme on G-Suite for teachers.	The orientation programme on G-Suite was held on 03/07/2020.
	<u>Resolution 5:</u> Institutional e-mail Id to be created for the faculty members.	All the faculty members were allotted their institutional e-mail Ids.
	<u>Resolution 6:</u> Resolved to organize a week long workshop on enhancing digital skills of teachers and students	The IQAC organized the E-Workshop on <i>Use of ICT Tools for Smart Teaching</i> in collaboration with National Power Training Institute, Govt. of India from 27/07/2020 to 02/08/2020

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