




INTERNAL QUALITY ASSURANCE CELL

Action Taken Report held on 12-10-2020

SL NO	AGENDA	DECISION/DISCUSSIONS	DECISION/ACTION TAKEN
1	Academic monitoring	Principal suggested IQAC to monitor online classes and to submit report about online classes in the COVID time.	Internal e-Audit for the current academic year 20-21 on November 2 nd .
2	Internal Audit	IQAC Coordinator asked to members preparing files for KTU audit.	All faculty members kept the department specific documents in Google drive and share the same to the concerned department head for auditing.
3	Internal Examination	It is decided to conduct second internal examination for III, V, VII semester as per the KTU academic calendar on November 2020 by online platform.	Conducted second internal examination for III, V, VII semester as per the KTU academic calendar on November 2020 by online platform.
4	Feedback Process	Decided to take online feedback for faculty from the students.	All Tutors collected feedback form from students and submitted to IQAC.


Ms. Linu Paulose
IQAC Coordinator




Dr. N Malmurugan
Principal

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