



## INTERNAL QUALITY ASSURANCE CELL

### Action Taken Report on 12-11-2018

SL NO	AGENDA	DISCUSSIONS AND DECISIONS	DECISION/ACTION TAKEN
1	Academic Monitoring	Discussed about the first KTU external Audit Report under Remedial Actions.	To maintain the register for remedial classes of all departments.
		The overall academic plan and progress of students are to be reviewed on the basis of internal examinations and monthly activity report.	To conduct arts and sports meet in the current semester.
2	Remedial classes	It was decided to arrange remedial classes for the students who have scored low marks in the examination.	Provided remedial classes for students who have got low marks in the internal examination.
3	Placement activities	Saju Jose sir proposed to conduct seminar on placement oriented in the month of March..	Conducted Seminar on preparing Interviews on 2nd March 2019
4	Sports, Arts	Decided to maintain activity point register for all students. To give points for sports ,arts etc.	Tutors kept a register for activity point of each student based on their curricular and extracurricular activities

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