

**Action Taken Report**  
(IQAC meeting conducted on 8 July 2023)

The first IQAC meeting for AY 2023-24 was held on 8 July 2023. Based on the discussions and suggestions, the following actions were implemented:

1. Review the preparation of the NAAC visit scheduled in August.  
**Action Taken:** The campus was thoroughly cleaned and beautified prior to the NAAC Peer Team visit. The college successfully hosted the NAAC Peer Team, and the visit was concluded successfully.
2. To review the time table of UG and PG  
**Action Taken:** Comprehensive timetables were prepared, ensuring an equitable distribution of workload across classes, practical sessions, and examination schedules.
3. To prepare academic calendar for the year  
**Action Taken:** The academic calendar for the academic year 2023-24 was prepared and made available on the college website.
4. To discuss various program and arrange various social activities  
**Action Taken:** The NSS and BSD units planned several outreach activities to enhance community engagement.
5. To discuss about induction program  
**Action Taken:** Induction programs were conducted at the departmental level, providing students with an overview of the college, course structure, examination patterns, activities, and committees. A special session titled "Tapping Infinity" was organized for all parents and students.

  
IQAC Coordinator

  
Principal  
IQAC Chairman