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**INTERNAL QUALITY ASSURANCE CELL (2020-21)**

**ACTION TAKEN REPORT FOR Ref.No.: SICET/PRL/IQAC/19 /2021**

**Ref: SICET/PRL/IQAC/19 / 2021**

**Date:28/03/2021**

The following are the action taken report for the Minutes of the Meeting No.: SICET/PRL/IQAC/19 / 2021 was held on 10/03/2021

**Item No.: 1:** To confirm the minutes of the meeting: SICET/PRL/IQAC/19/21 of the IQAC held on 10/03/2021.

**Action Taken:** The minutes of the meeting: SICET/PRL/IQAC/19/ 2021 of the IQAC circulated among all the members were discussed and confirmed.

**Item No.: 2:** Action Taken Report (ATR) on decisions of the previous meeting

Meeting	No.:	Action taken report	Responsible
SICET/PRL/IQAC/19/2021			
Course File Updation		All the Course Files have been verified by the course file coordinator	Course file coordinator and IQAC coordinator.
Preparation/strengthen of various cell activity		In progress	All Cell coordinators and members
Faculty contribution in workshops and publication		Workshops and publication list is to be uploaded by the coordinator	All HoDs & All Faculty and IQAC coordinator
Establishment/renovation of labs for new courses		In progress	Concern Department HOD and Administrator
Planning of academic audit for faculty		Date finalized and informed to all department HOD's	IQAC coordinator and concern HoD

The above Action Taken Report (ATR) will be discussed in the consecutive meeting also.

Prepared by:



  
**Dr N C Sendhilkumar**  
Coordinator

Copy to 1.Principal 2.All HODs

Circulated to : 1.All IQAC Members & all Concerned