



**Sri Indu College of Engineering & Technology :: Sheriguda (V), R.R.Dist
UGC Autonomous Institution**

INTERNAL QUALITY ASSURANCE CELL (2022-2023)

ACTION TAKEN REPORT FOR Ref.No.: SICET/PRL/IQAC/28 /2023

Ref: SICET/PRL/IQAC/28/ 2022-23

Date:18/02/2023

The following are the action taken report for the Minutes of the Meeting No.: SICET/PRL/IQAC/28 / 2022-23 was held on 31/01/2023

Item No.: 1: To confirm the minutes of the meeting: **SICET/PRL/IQAC/28/2022-23** of the IQAC held on 31/01/2023.

Action Taken: The minutes of the meeting: SICET/PRL/IQAC/28 / 2022-23 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.: SICET/PRL/IQAC/28 / 2022-23	Action taken report	Responsible
Status of points discussed in meeting dated 09-01-2023	ATR Submitted	IQAC Coordinator
Commencement of II Sem Classes for II III and IV Year	Academic Calender released	CE
Hand Outs and Course File	All the Handouts and Course Files have been verified by the course file coordinator	Course file coordinator and IQAC coordinator.
Final Year Project	Details prepared	HODs and Project Coordinator
Report submission for FFC by JNTUH and AICTE EOA	In Process	Principal and Heads
Bio Metric Attendance for Student	Implemented	AO

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Internships and Industrial Visits	Implemented	PAT & Heads
Conduct of Technotsav	Planned during March end	AO & HODs
Conduct of Culturals and Annual Day	During May Month	AO & HODs
Conduct of Project Expo	Scheduled during April Month	SHUB Coordintor
Feed back form Collection and Analysis	To be done	HODs
CRT Program for III Year Students	Scheduled	PAT
NAAC work progress	Updated	HODs

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

NCS

Coordinator

Copy to 1.Principal 2.All HODs

Circulated to : 1.All IQAC Members & all Concerned

