

SANATAN DHARMA COLLEGE, AMBALA CANTT

College with Potential for Excellence, UGC, New Delhi
 NAAC Accredited Grade "A+" with CGPA 3.51 in 3rd cycle
 ISO 9001:2015 & ISO 14001:2015 Certified

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

Session 2021-2022

Meeting No/Agenda Item No	Action Plan	Action taken
M1/A1,A2,A3	All HOD's to prepare departmental academic calendars and submit to IQAC for the preparation of institutional academic calendar.	Departmental academic calendars were prepared and submitted to IQAC by 12 th Oct, 2021. All the proposed academic activities of the department were listed in the academic calendar for the information of the students and were kept in the departmental library for the reference of teachers and students.
	Institutional Academic calendar to be prepared and uploaded on college website for all the stakeholders.	Institutional academic calendar was prepared referring the university academic calendar and departmental academic calendars submitted by HoD's and displayed on the college website for the information of all the stakeholders.
	Preparation of Annual Plan	Annual Plan was prepared and submitted to principal for further approval from governing body.
	Active Participation in One Day Workshop on Role of IQAC in Quality Enhancement and sustenance in HEI's and DVV Process in NAAC Accreditation.	All the teaching and non teaching staff along with IQAC actively participated in the workshop held on 26 th Dec, 2021 and had brainstorming session with the resource person Mr. Peeyush Pahade and cleared all doubts regarding the documentation of DVV process.
	Each Department to run more subject specific value added/certificate courses and CGC, Women Cell, YRC to conduct certificate course on soft and life skills for the students	About 90 certificate courses have been conducted by all the departments and cells on hard, soft and life skills for the capacity enhancement of the students.
	LMS to be used rigorously for curriculum delivery	100% teachers designed their structured courses on the LMS for effective curriculum delivery
	Entrepreneurship development Cell and IIC to conduct special training programs for entrepreneurial skill development of the students.	17 programs on entrepreneurship skill development have been conducted by EDC and IIC.

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IQAC MEETING MINUTES REGISTER

SESSION : 2021-2022

	Special focus to be given to organize faculty capacity enhancement programs in the institutional academic calendar. More administrative training programs for the non teaching staff to be included in the academic calendar	Teachers have attended 223 capacity enhancement programs during the session and seven programs are organized by the college for teachers and non teaching staff.
M2/A1,A2,A3,A4	Orientation Program for freshly admitted students	Orientation Program was conducted from 4 th October,2022 to 6 th October,2022 for the newly admitted students to make them aware about the college rules , cells , activities and environment. Students also visited library and their respective departments to meet their teachers and know about the career prospects in their subject.
	Preparation of Curriculum for new certificate programs	All the departments who had started new certificate courses designed their curriculum and submitted to IQAC for approval.
M3/A1,A2,A3	Compilation and submission of AQAR 2020-21	AQAR 2020-21 was compiled by the team IQAC and submitted to NAAC on 10 th May 2022.
	Strengthening of Academic Collaborations.	College signed MOU's with none colleges for academic collaboration in the session 2021-2022.
	Organizing National Seminars/Conferences	Nine Proposals of national seminar/webinar/conferences were sent to Director general, Department of Higher Education , Haryana which were duly approved by the department and were successfully organized at different dates during the session.
M4/A1	Finalizing programs incorporating CBCS/Elective course system.	List of Programs with CBCS/Elective course system was finalized and submitted to IQAC for further course of action.
M5/A1,A2	Conduct of National Webinar on Quality Initiatives in Higher Education to be organized by IQAC in collaboration with Department of Higher Education	Webinar was successfully conducted on 26 th March ,2022 with the collective efforts of team IQAC and 29 quality papers were published in the form of proceeding with ISBN no.
M6,M7,M8,M9	Compilation of Allotted quantitative metrics and reports	Data and Reports are compiled and uploaded on www.naac.sdcollegeambala.ac.in from time to time for final compilation of SSR to be submitted to NAAC in 2023 for the accreditation in Cycle IV.

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