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Action Taken Report

The following steps and actions were taken by the IQAC and the institution:-

- More space has been created for studies and examination by constructions of new building.
- The library was updated with N-List facility and some reference books have been purchased by World Bank project.
- Lectures were organized by alumni members especially by the doctors and businessmen and also social workers.
- The institution made an effort to provide a better and cleaner campus to the students during and after the Pandemic. Sanitizers machine and Oximeters were made available.
- The IQAC conducted many training programs for students keeping in mind the suggestions expressed in parent's feedback.
- Under mental health program, personality development classes and trainings were given to students to keep them mentally fit for any challenges in life.
- During the Pandemic online classes on Google Meet were taken in by the faculty
 members and extra classes were also taken to complete the syllabus. The students were
 constantly updated about the studies, policies and teachers regularly solved their
 problems in these lectures.
- In 'Ek Bharat Shreshth Bharat' program, the state of Manipur was selected and students participated in Manipur related activities like quizzes, cooking recipes of Manipur and learning Manipuri language and songs.
- The alumni held awareness program for students and staff during Covid-19. They gave
 concrete suggestions for the physical and mental health of students and staff during the

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pandemic such as developing good habits and changing our lifestyle.

- The RO machines were setup at 5 places in the campus. Purchase of furniture's for class rooms, books and stationery for students were made available.
- Appointment of guest faculties was increased and small classes were combined as one in an attempt to reduce in the workload of teachers.
- More computers, almirahs and bookshelves were acquired and renovation of the old building was done for better infrastructure.
- A few more training programs were conducted by the "Swami Vivekananda Career Guidance Committee". Where the students got hands on training.

The IQAC is now trying to increase the number of alumni members. The institution is trying to develop an Alumni group on WhatsApp for sending prior information about all the activities.

Committee composition:

1. Dr. Urmila Saluja, Principal

2. Dr. M.K. Aynyas

3. Norah Ruth Kumar

4. Dr. Kamlesh Negi

5. Jyoti Mishra

6. Miss. Sonam Jain

Chairman

Coordinator

Member 909

Member Din

Member

Member

PRINCIPAL

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