



MAHARANI KASISWARI COLLEGE

(NAAC Accredited)

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Ref. No.....

Date.....

ACTION TAKEN REPORT:2017-2018

The action report has been prepared by the IQAC Coordinator based on the suggestions and recommendations given by the members in the meetings held on 25th August, 15th December and 22nd December, 2017.

2017-18	
Plan of Action	Action Taken
1. Curricular Aspects	
a) Discussion on on-line admission of BA, BSc, B.Com courses for coming session	a) Ensuring fair on-line admission in compliance with the Govt. Reservation policy.
b) Initiation regarding introduction of new U.G. & P.G courses	b) Introduction of two new subjects (i.e. Computer Science and B.A. & B.Sc. Hons in Library and Information Studies) got affiliation from the University of Calcutta.
2 Teaching, Learning and Evaluation	i) Class tests and Mid-term Examination.
a) Plan for different activities to enrich teaching, learning process.	ii) Remedial coaching and Tutorial Classes are arranged for weaker students and slow learners
	iii) Guardians are also called for interaction and counselling.
	iv) Library facility with reference books are maintained
	v) Special tutorials are also arranged.
b) Planning about Feedback from students.	b) Successfully (feedback) framed and implemented.
3. Research, Innovations and Extension	<ul style="list-style-type: none"> • Logistical Supportis provided by the institution to Faculty members to join Orientation Programmes, Refresher Courses, Workshops, Seminars at State, National and International level, etc. for improving their own teaching quality and skill. • Educational Tours (local or distant), Industry visit, Field survey, Hotel survey, Household survey, Project work on chosen area etc. are arranged for the students for effective curriculum implementation at the practical level
4. Infrastructure and Learning Resources	

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Maintenance of the college is the prior provision to college authority.	The Governing Body of the college with the help of the building committee (that includes the principal, the Bursar, few teaching and non teaching staff) undertakes, coordinate and supervise all programs of development and maintenance.
5. Student Support and Progression	Giving a good number students a chance of progression through different activities of NSS, NCC, Self-Defence & Sports etc.
Reporting on activities of NSS, NCC, Self-Defence & Sports etc.	
6. Governance, Leadership and Management	There is a conscious, earnest and untiring endeavour on the part of the college to develop its students intellectually, morally, physically and aesthetically. In addition to this, the college is imparting higher education to the girl students drawn from weaker sections of the society as well as remote and background areas of the state and neighbour states. The students' Union plays an important role by providing feedbacks and collecting information from the students which are considered by the authority. The Principal having capacity of ex-officio President of the Students' Union, stays in direct contact with the students.
7. Institutional Values and Best Practices	*Successfully organized the Computer Literacy Programme in collaboration with WEBEL.
	* Celebration of National Nutrition Week by Department of Food & Nutrition.
Planning to inculcate physical moral and social values through different activities in the college	*Successfully managed Intra-College Cultural Competition.
	* Parent-Teachers' Meetings arranged by all departments.
	*Seminars on different topics ,special talks, interdepartmental seminars were organized by each department throughout the academic session.
	* Women's Day celebration
	* Basanto Utsav.
	INFLIBNET-access to web resources in the library
	*Free wi-fi network in the campus.
	*The college teachers' council has sponsored the purchase of books, study materials to enable students to use them for appearing in competitive exams.
	*Regular placement counseling for students.
	*ICT enabled teaching learning.

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