

## Action Taken Report for the meeting held on 27/06/2019

Agenda	Action Taken	Outcome
Introduction of IQAC members	Principal welcomed all the members to the meeting and discussed the agenda.	Meeting was conducted and the agendas were prepared.
Finalising the various committee	For the smooth functioning of the academic year various committees were formed.	The Academic Calendar was finalised and uploaded on the website.
Arranging workshops, guest lectures and seminars	Workshops on self-defence and blueprint were conducted for students.	Workshops on self-defence and blueprints were conducted, the programme was filed, and uploaded on the website.
To discuss about Health services provided by college for benefits of pupils teachers	The college has initiated a comprehensive review and enhancement of existing health programs, focusing on improved accessibility and wellness initiatives, ensuring the well-being of both pupils and teachers."	A comprehensive review and enhancement of existing health programs, focusing on improved accessibility and wellness were taken, updated and a report was prepared and uploaded on the website.
To discuss the various financial budgets allotted for library books, sport equipment, furniture and other requirements for the college.	Discussed about the various financial budgets allotted for library books, sport equipment, furniture and other requirements for the college.	Budget had been allocated and sanctioned for the shortlisted items.
Finalising the Academic Calendar	Academic Calendar for the entire year was discussed and a faculty member was assigned the work to prepare the academic calendar for academic year 2019-20.	The Academic Calendar was finalised and uploaded on the website.



To discuss about the day celebrations and co-curricular activities	Various celebrations and co-curricular activities were discussed.	celebrations and co-curricular activities were conducted and reports of the same were updated, filed and uploaded on the website.
To discuss the student activity centre program.	Discussion about various activities like open source activity, project lab, Placement cell, were finalised and discussed.	Discussed various activities like open source activity, project lab, Placement cell and committee updated the reports and uploaded on the website.
To discuss various activities and achievements of students	Informed about the college updates, a presentation was made to the members regarding various activities and achievements.	All the college activities updates were taken and discussed, and the schedule was finalised .
Good practices of the institution	Remedial teaching for weak students Cooperative learning, gaming, creative techniques to be adopted for teaching learning.	Remedial teaching for weak students Cooperative learning, gaming, and creative techniques were adopted in teaching.
Finalising the various committees for the smooth functioning of the college.	Various Committee members were finalised for the functioning of the college.	Committee members were finalised for the functioning of the college list of the same is filed and uploaded on the websites.



Action Taken Report for the meeting held on 14/09/2019

Agenda	Action Taken	Outcome
Finalising of the academic calendar for sem-1	Finalised the academic calendar for Sem 1	The Academic Calendar was finalised and uploaded on the website.
Workload distribution according to sem-1	Work load distributed among the teachers and subjects was allotted.	Work load distributed among the teachers and subjects was allotted.
Follow up process for National Conference Proceeding (31 <sup>st</sup> August,2019)	The National Conference dated 31 <sup>st</sup> August, 2019 proceeding for journal Publication with ISBN number will be put forward by editorial committee members.	Follow up process for National Conference Proceeding (31 <sup>st</sup> August,2019) was taken and updated before the committee members.
Discussion about the progress report of Internship Programme (Sem-3)	Discussed about the progress report of Internship Programme (Sem-3) within In charged teachers.	Updates of Internship Programme (Sem-3) were taken, and reports were prepared and uploaded on the website.
Report of IQAC	IQAC team members of DGET B.Ed. will organise many programmes for college development which was discussed.	IQAC team members of DGET B.Ed college conducted various activities under its flagship and reports ere updated and filed for the same and uploaded on the website.



<p>Recommendation regarding appropriate steps to be taken for discipline, safety and security issues of the college.</p>	<p>Discussed appropriate steps to be taken for discipline, safety and security issues of the college.</p>	<p>appropriate steps were taken for discipline, safety and security issues of the college.</p>
<p>Discussion about new integrated Course B.A. B.Ed. and the creation of additional teaching and administrative posts.</p>	<p>Paper work done in order to introduce new academic courses Necessary documents are submitted to NCTE WRC office, New Delhi for the visiting team to come for inspection.</p>	<p>Necessary documents are submitted to NCTE WRC office, New Delhi for the visiting team to come for inspection.</p>



Action Taken Report for the meeting held on 21/11/2019

Agenda	Action Taken	Outcome
Finalising of the academic calendar for sem-4 (Dec 2019 to May 2020)	Finalised the academic calendar for Sem 4	Meeting was conducted and the academic calendar were prepared.
Comprehensive report of curricular, Co- curricular and extracurricular Activities:	Comprehensive reports of curricular, Co-curricular and extracurricular Activities were discussed like Action Research Workshop ,Community Service, etc.	Comprehensive reports of curricular, Co- curricular and extracurricular Activities were updated, filed and uploaded on the website.
Report of Major Annual Event- Urja Festival	Urja Festival January, 2020 organised at DGET Degree college of science commerce and Arts in collaboration with DGET B.Ed. college. Duties and responsibilities were allotted to assistant professors.	Urja Festival January, 2020 organised at DGET Degree college of science commerce and Arts in collaboration with DGET B.Ed College and reports of its celebration were filed and uploaded on the website.
Detail Report of student Council formation	Student council was formed and positions were allotted.	Student council elections were done and portfolios were allotted to the elected candidates.



Detail Report of Community work.	B.Ed. students were encouraged to participate in DLLE to serve society and community.	Community services were conducted and reports for the same were prepared and uploaded on the website.
Detail report of Talent Search Competition:	Detailed report of talent search was discussed along with the venue.	Detailed report of talent search prepared, filed and uploaded on the website.
Detail report of Sports Day	Detailed report of sports day along with the games performed was discussed.	Detailed report of sports conducted were prepared and uploaded on the website.



Action Taken Report for the meeting held on 11/01/2020

Agenda	Action Taken	Outcome
Finalising of the academic calendar for sem-2 (January 2020 – May 2020 )	Finalised the academic calendar for Sem 2 like Orientation program of Sem-2 Celebration of Republic Day, UDAAN Festival celebration.	Finalised the academic calendar for Sem 2 and timetable was prepared for sem-2 (January 2020 – May 2020 ).
Report of Sem-1 and Sem-3 2019 result:	Analysis of Sem 1 and Sem results was done.	Report of Sem-1 and Sem-3 2019 results were prepared and uploaded on the website.
Report of farewell cum convocation ceremony	Farewell and convocation was cancelled due to Covid - 19	NA
Report of NAAC preparation line/ QCI:	Discussion on QCI (Quality Council of India) was dissolved, again the college has to apply for NAAC. Hence, college is working on this and data collection process for NAAC is going on	Data collection for the NAAC is done and updated.
Annual report, work done by committee for the year ending (till May 2020	Annual report done by committee was discussed.	Annual report done by committee was prepared.