


**Action Taken Report –IQAC Meeting Held on 9 January 2017**

Ser	Point	Action Taken
1.	Scheduling of Second Semester classes	Second Semester classes scheduled from 6 Mar. 2017
2.	Organisation Study - Briefing to the students on Selection of Organisation and Preparation of Report	Report Preparation by the batch coordinator on Organization Study by 10 Feb. 2017.
3.	Examination Preparation Counselling for First Semester Students	Completed. Counselling sessions were handled by Dr. Meenakshi Verma.
4.	Syllabus Completion and Internal evaluation	Completed
5.	NAAC - SSR Preparation	NAAC team started the work of SSR preparation.

  
Prof. Baiju P. Samuel  
Co-ordinator IQAC

