

**Office of the  
Internal Quality Assurance Cell**

**Pandu College, Pandu  
Guwahati-781012**



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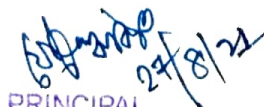
From: Dipjyoti Barman, Co-ordinator

**IQAC ACTION TAKEN REPORT 2020-21**

**On the decisions of the IQAC meetings held on 19-10-2020, 04-12-2020, 07-12-2020**

To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:

Sl. No.	Decision	Action Taken
1	Principal suggested all the heads of departments to organize webinars for teachers and students.	A number of webinars were organized by many of the departments.
2	Submission of work plane as suggested by NAAC category wise	The members of the IQAC submitted the work plane before the Chairman of the cell Category wise
3	Preparation and submission of AQAR for the session 2018-19 and 2019-20	The IQAC constituted sub-committees category wise for the preparation of the AQARs of sessions 2018-19 and 2019-20 by assigning member to each metrics. The work is completed and both the AQARs were submitted on time as per NAAC guidelines.
4	Student Result Performance Analysis Report to be implemented in organized form relating with NAAC criterion	Students' Performance Analysis option is created and introduced in the portal
5	Opening of add-on, certificate, and diploma courses in the college.	Syllabus is prepared for five Add-on/Certificate Courses and will be started from next academic session.
6	Formation of a Forum of the Science Departments	A forum named "Pandu College Science Forum" is formed.. The main objective of the forum will be to popularize science in the society by holding talks, seminar, workshops, exhibitions, publication etc inside and outside college.

  
29/8/21  
PRINCIPAL  
PANDU COLLEGE, PANDU  
GUWAHATI-12, ASSAM



  
CO-ORDINATOR  
Internal Quality Assurance Cell  
Pandu College, Pandu, Guwahati-12

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From: *Dipjyoti Barman, Co-ordinator*

**On the decisions of the IQAC meeting held on 03-02-2021, 26-02-2021, 09-03-2021, 08-10-2021, 25-10-2021, 15-11-2021, 20-12-2021**

To implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken:

Sl. No.	Decision	Action Taken
7	Organizing an International Seminar by the Department of Zoology of the college in association with the cell	Could not be organized during the session due to Covid-19 pandemic situation
8	During pandemic, all faculty members are suggested to take and complete online courses through various online plate forms to enhance their knowledge.	All faculty members took classes through online mode and completed courses in time.
9	Organizing a Workshop on "Intellectual Property Rights"	One day Regional Workshop on "intellectual Property Rights and Academic Excellence" was organized in association with DPIIT IPR Cell Tezpur University on March 22, 2021.
10	Preparation of AQAR for the session 2020-21	Under process
11	Feedback from Students', Teachers and Alumni	Online Feedback from students, teachers and alumni were taken, analyzed and submitted to the authority for necessary follow up action
12	Conduction of Academic and Administrative Audit	Could not be conducted during the session due to Covid-19 pandemic situation
13	Signing MoU with various Institution, Organization, Industry	Two MoU were signed during the session
14	Faculty Development Programme	A online Faculty Development Program titled "E-learning on Higher Education" was organized
15	Suggestion for construction of more Digital Class Rooms	Under process

*Dipjyoti Barman*  
27/01/22  
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