



Principal- S.M.Kurhade (M.Sc.Ph.D)

IQAC Department

Action Taken Report (ATR)

ATR for the Meeting on Date: 21 May 2021, Time: 11:00 AM



Agendas:

2. Examination-related matters
3. Syllabus coverage and updates
4. Budget and expenses
5. Gymkhana issues

Dear IQAC Members,

This Action Taken Report (ATR) provides an update on the actions taken regarding the agendas discussed during the meeting held on Date: 21 May 2021 at 11:00 AM. Please find below the status of each agenda:

2. Examination-related matters:

- A comprehensive examination plan was devised, taking into consideration the prevailing circumstances and guidelines.
- Examination schedules were prepared, ensuring adequate time for syllabus coverage and preparation.
- Examination modalities, including online, offline, or hybrid formats, were determined based on the feasibility and requirements of each course.
- Examination committees were formed to oversee the smooth conduct of examinations, including question paper setting, evaluation, and result declaration.
- Adequate provisions were made to ensure fairness, integrity, and transparency in the examination process.



3. Syllabus coverage and updates:

- Faculty members were provided with clear guidelines on syllabus coverage and updates to adapt to the changing educational landscape.
- Regular meetings and discussions were held to assess the progress of syllabus coverage and address any challenges faced by faculty members or students.
- Alternative teaching methods, such as online resources, recorded lectures, and interactive sessions, were utilized to enhance syllabus coverage.
- Efforts were made to ensure that syllabus updates were communicated to students in a timely manner, allowing them to align their studies accordingly.

4. Budget and expenses:

- The college's budget for the academic year was reviewed, taking into account the financial requirements and priorities.
- The budget allocation for various departments and initiatives was finalized after thorough deliberation and analysis.
- Expenses were monitored closely to ensure adherence to the allocated budget and effective utilization of resources.
- Regular financial reports were prepared and presented to the concerned authorities for transparency and accountability.

5. Gymkhana issues:

- The concerns related to the gymkhana facilities were addressed, and necessary actions were taken to improve the infrastructure and equipment.
- Maintenance and repair works were carried out to ensure the safety and functionality of the gymkhana facilities.
- Adequate provisions for equipment procurement, maintenance, and availability were made to support the extracurricular activities and sports events.

We are pleased to inform you that substantial progress has been made in all the mentioned agendas. The actions taken have contributed to the smooth conduct of examinations, effective syllabus coverage, financial prudence, and enhancement of gymkhana facilities.

We appreciate the dedication and efforts of all IQAC members in driving these initiatives forward. Your contributions have been instrumental in ensuring the quality and excellence of our institution.

Should you have any further suggestions or recommendations, please feel free to share them with us. We value your continued support and commitment to the progress and development of our college.

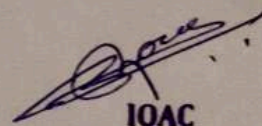
Thank you for your cooperation and commitment.

Best regards,

Minutes recorded by:

Dr. Sopan Bhanudas Dahatonde,

[Co-ordinator, IQAC]



IQAC

Co-Ordinator

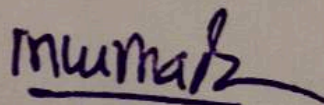
**Marutraoji Ghule Patil Arts, Commerce
and Science College, Ahmednagar**

Approved by:

Dr. Sudhakar Murlidhar Kurhade

[Chairman, IQAC]

[Date]



PRINCIPAL

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