



# Scott Christian College (Autonomous)

Nagercoil – 629 003, Tamil Nadu, India

## INTERNAL QUALITY ASSURANCE CELL



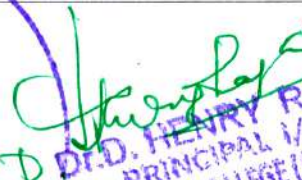
### Action Taken Report on the Minutes of the IQAC Meeting held on November 24, 2022

Actions Taken on the Minutes (2022-23/1-11) are given hereunder.

Minute No	Minutes
1/2022-23	<p><b>Confirmation of the Minutes (2021-22/1-7) of the IQAC meeting held on the 1<sup>st</sup> of April 2022 at 3.00 pm in the Conference Hall</b></p> <p>Dean IQAC read the minutes (2022-23/1-11) of IQAC Meeting held on the 1<sup>st</sup> of April 2022 and the minutes were confirmed.</p> <p><b>Action:</b> The minutes were duly recorded and published in the College Website.</p>
2/2022-23	<p><b>Action Taken Report on the Minutes (2021-22/1-7)</b></p> <p>The IQAC Committee carefully perused the "Action Taken Report (ATR)" presented by the Dean IQAC and expressed its satisfaction on the initiatives made as per the minutes of the IQAC Meeting held on the 1<sup>st</sup> of April 2022.</p> <p><b>Action:</b> The action taken report was duly recorded and published in the college website.</p>
3/2022-23	<p><b>Conduction of the Academic and Administrative Audit (AAA) for the year 2021 - 22</b></p> <p>Resolved to conduct the Academic and Administrative Audit 2021-22 in the last week of January 2023.</p> <p><b>Action:</b> IQAC has conducted Academic and Administrative Audit 2021-22 based on the inputs received from various Departments and Cells/Clubs/Forums.</p>
4/2022-23	<p><b>Collection and Analysis of Student Satisfaction Survey (SSS) for the year 2021 – 22</b></p> <p>Resolved to collect, analyse and take action on the SSS for the Academic Year 2021-22. Also resolved to make students take part in SSS through online.</p> <p><b>Action:</b> Student Satisfaction Survey (2021-22) was collected and analysed by the IQAC. The Liaison members were trained to mobilize all the students to duly fill up the Google form for SSS through online.</p>

  
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5/2022-23	<p><b>Collection of Curriculum feedback (2021-22)</b></p> <p>Resolved to collect curriculum Feedback from students, teachers, alumni and employer.</p> <p><b>Action :</b> Curriculum Feedback (2021-22) was collected and analysed by the IQAC. The Liaison members were trained to mobilize all the students to duly fill up the Google form for Curriculum Feedback through online.</p>
6/2022-23	<p><b>Academic Bank of Credits (ABC)</b></p> <p>In pursuance of UGC regulation (2020-21) it was resolved to implement ABC from the Academic Year 2022-23. Also resolved to give training to faculty members and provide counseling and guidance to the students.</p> <p><b>Action:</b> IQAC conducted a training program for classwise coordinators on the implementation of Academic Bank of Credits (ABC) on the 19<sup>th</sup> of January 2023. ABC IDs for 1<sup>st</sup> year UG/PG were created through the coordinators and submitted to CoE for implementation.</p>
7/2022-23	<p><b>Action Plan for the Academic Year 2023 - 24</b></p> <p>Resolved to collect action plan from each Department for the Academic Year 2023-24.</p> <p><b>Action:</b> Action Plan for the Academic year 2023-24 was collected and incorporated in the Teacher Handbook and published in the College website.</p>
8/2022-23	<p><b>Review of Outcome attainment for the Academic Year 2021-22</b></p> <p>Resolved to review the attainment of outcome for the Academic Year 2021-22.</p> <p><b>Action:</b> A programmed Excel sheet has been created by IQAC and sent to the Teachers to evaluate the Outcome Attainment automatically. IQAC collected the evaluation sheets and reviewed the attainment of Outcome for the academic year 2021-22.</p>
9/2022-23	<p><b>Review of Teaching Learning for the Academic Year 2021-22</b></p> <p>Resolved to receive evidences for Innovative Teaching Learning Methods employed by each Teacher and review them.</p> <p><b>Action:</b> Innovative Teaching Learning Methods incorporated in the Teacher Handbook have been demonstrated to the Liaison members for implementation. The innovative participatory/problem solving/experiential learning methods recorded in this Teacher Handbook have been reviewed by IQAC.</p>

  
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10/2022-23	<p><b>Workshop on Curriculum Design</b></p> <p>It was also resolved to conduct a workshop on Curriculum Design.</p> <p><b>Action:</b> The Dean of IQAC conducted a workshop for the Heads of the Departments for the development of curriculum in consonance with TANSCHÉ model syllabus.</p>
11/2022-23	<p><b>Other Initiatives of IQAC</b></p> <ul style="list-style-type: none"> <li>• An FDP on <b>“Challenges and Opportunities in Education with GPT”</b> was conducted by IQAC on the 11 of March 2023. Writer <b>Samas</b>, Editor Arunchol.com, former editor - Hindu Tamil, explicated the challenges and interacted with 157 members of the Teaching faculty.</li> <li>• An FDP on <b>“Research: Quality, Ethics and Fund Mobilization”</b> was conducted on the 16<sup>th</sup> of March 2023. <b>Dr M.A. Jothi Rajan</b>, formally Dean of Research, Arulananthar College, Karumathur served as the resource person and 143 members of the teaching faculty participated in the program.</li> <li>• An FDP on <b>“THE U-TURN”</b> was conducted in association with the Department Business Administration and centre for Research on the 25<sup>th</sup> of March 2023. <b>Mr. Leo Arun Kumar</b> served as the resource person of the program and 35 members of Teaching Faculty attended the program.</li> <li>• To strengthen extension activities of our college through NSS/NCC and other cells, <b>Dr V. Bini Marin</b> conducted a Training Program on <b>“Developing case Studies”</b> on the 10<sup>th</sup> of April 2023 and 7 Programme coordinators of various cells actively participated in the program.</li> <li>• A Hands-on Training Program on <b>“Effective use of Teacher handbook”</b> on the 1<sup>st</sup> of September 2023. <b>Dr D. Hudson Oliver</b> served as the resource person and 24 Liaison members actively participated in the program.</li> </ul>

Date: 25 September 2023

  
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