



INTERNAL QUALITY ASSURANCE CELL

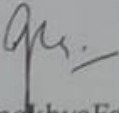
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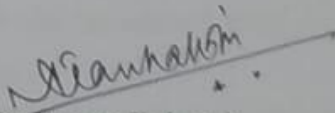
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Action Taken Report IQAC, Margherita College

Date of Decisions Taken	Decision	Action Taken Report
25/06/2022	Activities/programmes/ Plans are to be undertaken by the respective departments/Cells	All the departments / Cells /Committees submitted their plan of action to be undertaken during the session 2022-23
25/06/2022	Action Plan for the session 2022-23 to be submitted by the respective criteria conveners in the IQAC general meeting	Action Plan for the session 2022-23 submitted by the respective criteria conveners.


(Yemokhya Fakay)
Coordinator, IQAC
Margherita College
Margherita


(Dr. Atonu Kakoty)
Principal,
Margherita College
Margherita

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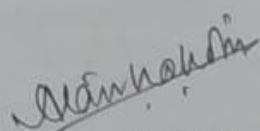
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Date of Decisions Taken	Decision	Action Taken Report
12/10/2022	The seven criteria conveners are to submit their respective reports for the session 2021-22 to the IQAC office within 5 th of November, 2022 for onward submission of the AQAR to the Advisory Committee for review.	The seven criteria conveners submitted their respective reports for the session 2021-22 to the IQAC office on 5 th of November, 2022
12/10/2022	The Departmental Profile and Self Appraisal report to be submitted by 31 st October, 2022.	The Departmental Profile and Self Appraisal report were submitted within the stipulated time by the respective HoDs.
12/10/2022	One new member each to be included in Criterion II, Criterion V and Criterion VII as sought by the criteria conveners	Mr. Faridul Islam new member of Criterion II, Ms. Jyoti Sonowal, Criterion V and Mrs. Smita Das, Criterion VII.


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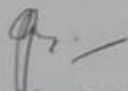
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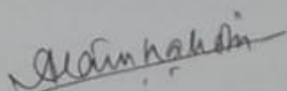
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Date of Decisions Taken	Decision	Action Taken Report
26/10/2022	Every department, committee and cell to submit reports of any event/workshop/seminar/extension activity they organize within three days of their completion and in proper formats.	Followed by all the departments, committees and Cells. Reports submitted in proper formats.
26/10/2022	Good practices like cleanliness drive, waste management, eco audit etc need to be practiced on regular intervals.	NSS regularly conducts cleanliness drive.


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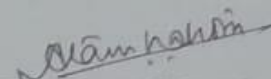
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Action Taken Report

IQAC, Margherita College

Date of Decisions Taken	Decision	Action Taken Report
05/04/2023	Formation of Feedback committee.	Feedback Committee formed on 2 nd May, 2023.
05/04/2023	Resolved to introduce new Add-on-course for the session 2023-24.	New Proposals not received from departments.
05/04/2023	Funds to the faculty members who wish to take up research projects.	Passed in Governing body meeting to provide funds who wished to take up research project. Proposals not received from faculty.
05/04/2023	Green Audit to be conducted during April-May, 2023.	Green Audit conducted in the month of May by outside Agency.
05/04/2023	Faculty Development Programme on Intellectual Property Rights (IPR) to be organized during April-May.	Programme organized on 9 th May 2023.
05/04/2023	More extension activities to be undertaken by NSS and NCC.	Few activities conducted by NSS.
05/04/2023	Maintenance of proper record of students' progression and placement of students.	Notified to all the departments to maintain proper record of students' progression and placement of students.


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