



M.O.P. Vaishnav College for Women (Autonomous)

(College affiliated to the University of Madras & Re-accredited at "A++" Grade by NAAC)

No.20, IV Lane, Nungambakkam High Road, Chennai - 600 034. India.

Phone : 044 - 2833 0262 / 2833 0677 Fax : 044 - 2833 0385

E-mail : mopvaishnav@mopvc.edu.in, Web : www.mopvc.edu.in

INTERNAL QUALITY ASSURANCE CELL

Action Taken Report

On the decisions of the IQAC meeting held on 11th July 2022, 1st August 2022, 12th Sep 2022, 4th Nov 2022 and 9th Dec 2022

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

Sno.	Decision	Action Taken
1	Departments to submit Activity Planner, Programme specific activities along with budget.	Acitivity Planner of the year 2022-23, Programme specific activities and budget submitted by the department heads on 18.07.2022.
2	Induction Programme for newly recruited faculty	Induction programme organized for newly recruited faculty in July 2022.
3	Departments/Programme heads to submit activity documents as per NAAC format	Programme heads submitted all activities report as per NAAC format to criterion heads semesterwise.
4	Vikas activities – Year of development	All programmes completed vikas activity by March 2023 and reports submitted to criterion head.
5	Video Lectures – MOP Classroom	Faculty members prepared and recorded video lectures in Naalandha and uploaded lectures in MOP Classroom portal.
6	Training for Nonteaching staff	Training given on Telephone Etiquette, Team work etc for non-teaching staff.
7	Sessions for Teaching faculty	Training on MOOCs and e-content development, Vitamin D, Data Visualisation, Practical Quantum computing etc is organized for the faculty members.

K/31

Principal

M.O.P. Vaishnav College for Women
(Autonomous)

No. 20, IV Lane, Nungambakkam High Road
Chennai-600 034

8	International exchange programmes	Students actively participated in international exchange programmes to Dubai, Malasia and Singapore universitites during Dec 2022 and Jan 2023.
9	Programme heads to submit mentoring report for odd semester during last week of November/December	Programme heads submitted mentoring reports to criterion heads.
10	Departments to update MIS	All programme heads updated MIS and submitted reports.
11	Staff Annual trip Vishnic	Staff annual trip Vishnic organized on 29 th Dec 2022.
12	Heads to submit Even semester workload, lesson plans.	Programme heads submitted lesson plan for even semester on 15.12.2022.

R. Govindaraj

IQAC Co-ordinator

**COORDINATOR
INTERNAL QUALITY ASSURANCE CELL
M.O.P. Vaishnav College for Women
(Autonomous)
No. 20, IV Lane, Nungambakkam High Road
Chennai-600 034**

[Signature]

Chairperson of the IQAC

**Principal
M.O.P. Vaishnav College for Women
(Autonomous)
No. 20, IV Lane, Nungambakkam High Road
Chennai-600 034**