



# 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 11<sup>th</sup> July 2022, 1<sup>st</sup> August 2022, 12<sup>th</sup> Sep 2022, 4<sup>th</sup> Nov 2022 and 9<sup>th</sup> 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.	Activity 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

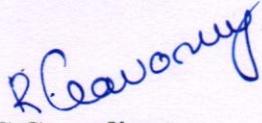
Principal

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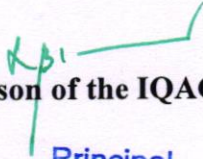
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8	International exchange programmes	Students actively participated in international exchange programmes to Dubai, Malasia and Singapore universitites during Dec 2022 and Jan 2023.
9	Programme heads to submit mentoring report for odd semester during 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 <sup>th</sup> Dec 2022.
12	Heads to submit Even semester workload, lesson plans.	Programme heads submitted lesson plan for even semester on 15.12.2022.

  
**IQAC Co-ordinator**

**COORDINATOR**  
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**Chairperson of the IQAC**

**Principal**  
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## INTERNAL QUALITY ASSURANCE CELL

### Action Taken Report

**On the decisions of the IQAC meeting held on 2<sup>nd</sup> Jan 2023, 30<sup>th</sup> Jan 2023, 6<sup>th</sup> Mar 2023, 17<sup>th</sup> Mar 2023 and 17<sup>th</sup> Apr 2023**

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

Sno.	Decision	Action Taken
1	Educational trip for final year students	All programmes organized educational trip for final year students.
2	Workshops and training session for Teaching faculty	Series of training sessions organized for faculty members on peace education, IPR and patents with reference to Academic Research, Health awareness etc were organized.
3	Training session for Non-teaching staff	Series of sessions on Safety & security protocols, time management, office tools and health awareness etc were organized.
4	Depts offered many new courses under IDE, NME etc. Online registration – IDE, NME, Kaushal Kendra courses.	UG students enrolled online for inter-disciplinary electives, non-major electives and Kaushal Kendra courses.
5	External Academic Audit to be organized by all programmes by Mar 2023.	All programmes conducted External Academic Audit and submitted reports.
6	Feedback link on Institution, courses and Faculty will be available online to students during April 2023.	Student feedback collected online.

  
Principal

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7	MOP App for communication to students	MOP Sandesh – communication app launched on 1 <sup>st</sup> April 2023
8	Green audit and Energy audit	Quality initiatives such as green audit, energy audit are completed and report submitted.
9	All faculty members to work on the Activity Planner for the next academic year 2022-2023.	Programmes started working on Activity Planner for the academic year 2023-2024 and submit by June 2023.
10	Programmes to submit all activity report as per NAAC format for even semester	All programmes submitted activity reports to criterion heads on 29.04.2023
11	Principal discussed constitution of various committees for next academic year	Various committees constituted by the Principal

*R. Gaurang*  
**IQAC Co-ordinator**

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*K.P.*  
**Chairperson of the IQAC**

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