

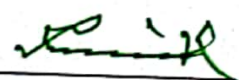
HOOGHLY MOHSIN COLLEGE
Internal Quality Assurance Cell (IQAC)

ACTION TAKEN REPORT
IQAC Meeting held on 11 September 2024

Sl.	Resolution	Action Taken	Status
1	CAS applications of eligible teachers to be received and processed within the prescribed timeline.	Eligible teachers were informed, applications were received, scrutinized and forwarded to the appropriate CAS Committee within the stipulated schedule.	Completed
2	Collection of AQAR data from departments.	Academic and administrative data were collected from departments, verified and compiled for AQAR preparation.	Completed
3	Uploading of AQAR data.	Verified AQAR data were uploaded following IQAC approval and NAAC guidelines.	Completed
4	Restore and use the official IQAC e-mail ID.	The official IQAC e-mail account was restored/accessed and used for institutional correspondence.	Completed
5	Prepare a common format for AQAR, NIRF and AISHE data.	A standardized data collection format and central database were prepared and circulated to all departments.	Completed
6	Assign responsibility for data collection and uploading.	Specific responsibilities were assigned among IQAC members for timely collection, verification and uploading of institutional data.	Completed
7	Distribute data sheets to NCC, NSS, Library and academic departments.	Data sheets were circulated to all concerned units and completed reports were received for documentation.	Completed



Coordinator, IQAC
Coordinator
IQAC
Hooghly Mohsin College



Principal
Principal
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