



Ref. No. JKCD18-19/105

Date : \_\_\_\_\_

JKCSC/ATR/R/2018-19.

Date: 25/05/2019

**Action taken Report for the Academic Year 2018-19**

The prime task of quality assurance is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions; to have a work plan to achieve them and to evaluate the degree to which each of the tasks is fulfilled. The actions taken by the institute on the discussion/resolution made in the meeting of IQAC committee members are given herewith;

**Formation of IQAC committee:** The IQAC was reviewed & constituted on 10/06/2018 with due consideration given to composition.

**Academic planning:** Academic calendar was prepared by Asst.Prof Sonali Sambare and circulated to all departments.

**Courses under center for skill development -** Following courses were conducted during the year 2018-19.

- 1 Content Writing
- 2 Public Speaking and Personality Development
- 3 Ms Office
- 4 Advanced MS-Excel

**Cultural Activities:**

1. Tribute to Dr.APJ Abdul Kalam
2. Rainbow Week
3. Freshers Day and Pre-Independence Day dress code /Poster Making / Fancy Dress / Badging ceremony for student council
4. Onam Celebration with Floral Rangoli Competition and Masterchef Competition
5. Teacher's Day Celebration by students Onam celebrations, Floral Rangoli



6. Navratri Celebration
7. Annual Sports Programme
8. Christmas Celebration
9. Avahan Inter Collegiate Fest
10. Avahan
11. Women's Day celebration
12. Intercollegiate competition at Royal College of Science and Commerce, Dombiwali
13. Intercollegiate competition at Rajiv Gandhi College, Vashi
14. Umang Festival
15. Youth State Championship, Maharashtra
16. Farewell
17. Convocation 2019

### **Extension Activities**

Commemorating various days World Environment Day, Yoga Day, Kargil Vijay Diwas, Gandhi Jayanti, Republic Day, National Voters Day by Cultural Committee. Various camps like Dental Camp, Donation Camp for Kerala Floods Victims.

Waste Management for a better tomorrow

E-Waste drive, Tree Plantation

Women Development Cell: Lecture on Thalassemia and Women's day celebration

### **Research Activities:**

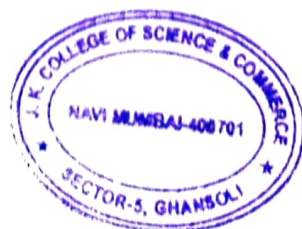
J.K college of Science and Commerce organized a Lecture on drafting research Session on "Role of Research" jointly conducted by IQAC and Research Cell of our college on 8th December 2018.

### **Career Guidance Activities:**

Career Guidance activities were conducted in different fields and areas like Awareness and Guidance on POSTS and Competitive Exam opportunities in the field of Information Technology, How to Prepare for Competitive Exams - UPSC/MPSC, Unconventional Careers options in Accounting & Finance Domain.

Guest sessions were conducted on Advertising, Personality Development, Angular Technology, Project Making, Resume Building etc

Training programs in Soft Skills were conducted.



### **IQAC Activities:**

- Various departmental activities were conducted in collaboration with IQAC Cell.

Soft Skill Development course: IQAC with placement initiated online soft skill certificate course for students to prepare them to face the corporate world. E-certificates were provided to the students who attended all the sessions.

■ Mentoring System: The IQAC under the chairmanship of the principal has made changes in the mentoring system and implemented for providing mental help to students. The students were informed through WhatsApp about the existence of the help.

**Performance appraisal:** Faculties were asked to submit Self Appraisal form to IQAC

**Departmental Annual Report:** Head of departments were informed about submission of departmental reports to IQAC after declaration of results.

### **Library Activities:**

Orientation

Competitions on: Book Puzzle, Storytelling and Essay writing



**Asst Prof. Remya Anilkumar**

**IQAC - Coordinator**



**Dr. Gurmeet Kaur Monga**

**Principal**

**PRINCIPAL**

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